



Dispensation Waivers

IMPORTANT: You will need to complete one form per vehicle

Please complete this form and return to us by post to: Parking Services, PO Box 527, Redhill, Surrey, RH1 6YT or by email to: parking.services@reigate-banstead.gov.uk.

Minimum Notice for applications:

- 10 days prior to when you want the dispensation waiver to start

Please note that applications that are received late will NOT be processed

Dispensation Waiver Details

Start Date	Day	Month	Year

End Date	Day	Month	Year

Please note that all suspensions are for a minimum of 3 days.

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Reason for Dispensation

Waiver:.....

Location

Address:.....

Vehicle

Registration:.....

Dispensation Waiver Pricing Information - (All prices include VAT)

The charge for a Dispensation Waiver is £25.00 for a minimum 3 day period. An additional fee of £6.00 is charged for each day beyond the initial period of 3 days. If your application is successful a member of our team will contact you to take payment over the phone. Please ensure you have provided a telephone number that you can be contacted on.

Calculating your charge

Number of Days: 3 Days minimum £25.00 = £ 25.00

Additional Days:..... x £6.00 = £.....

Total = £.....

Contact details

Name:.....

Address:.....

.....

Postcode:

Name of

Company:.....

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Daytime Telephone/ Mobile

number:.....

Email address:.....

Declaration

I declare that the information I have provided is correct to the best of my knowledge and agree to the conditions of use.

Signature:

Date:

Thank you. Once we have processed your application we will send you your Waiver by post or deliver it in person. Please see below for Conditions of Use.

CONDITIONS OF USE

1. The Dispensation Waiver must be placed against the windscreen inside the vehicle to which it applies. Please ensure all the Dispensation details can be clearly seen from the outside.
2. The Dispensation Waiver is only valid for use during the times and on the days shown on the Waiver.
3. The vehicle may only be parked on a single yellow line within the street shown on the Dispensation Waiver. In exceptional circumstances a Dispensation Waiver may be given for a double yellow line.
4. The vehicle must not be parked in such a manner as to cause an obstruction.
5. The vehicle must be relocated if requested to do so by a Police Officer or Civil Enforcement Officer in uniform.
6. The Dispensation Waiver is not transferable and no refunds will be given for periods of unused time. A refund will only be offered if your application is unsuccessful.

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7. The Council reserves the right to inspect the vehicle named overleaf by an Authorised Officer or Authorised Agent of the Council, at all reasonable times for the purposes of verifying the work and/or authenticity of the dispensation application.
8. The Dispensation Waiver remains the property of the Council and must be surrendered to the Council and/or the authorised agents of the Council in accordance with the Order(s) associated with the issue of the Dispensation Waiver.

For office use only

Date Completed	Waiver Issued

RBBC: KK61100 6800