

St Helens Borough Council

St Helens Town Centre Resident Car Park Permit

Terms & Conditions

Applicants agree that they:

- Will complete an on-line application form for each permit
- Are aware that they will be issued with a virtual permit
- Will provide proof of address within St Helens Town Centre during the application process to support their application:
 - A copy of a tenancy agreement showing name of applicant and the property address
 - A copy of a utility bill showing name of applicant and property address dated within the last 3 months
 - A copy of a bank statement showing name of applicant and property address dated within the last 3 months
- Will pay the relevant charge for their permit during the application process
- Are aware that they can request a refund and will receive an amount equal to the unused portion of their permit – please note that it can take up to 7 days to action a refund
- Are aware that a permit is NOT transferable
- Are aware that a permit is valid in the car park of issue only, it is NOT valid in another car park unless directed by Parking Services
- Are aware that a permit does NOT guarantee a parking space will be available
- Are aware that if their permit car park is full, they will need to park elsewhere and pay the fee applicable at that location unless directed by Parking Services
- Must park considerately and wholly within a designated bay and that failure to do so may result in a PCN being issued
- Are aware that they are responsible for updating their vehicle details if these change via their account
- Are aware that alternative parking arrangements must be made until notification is received that their virtual permit is active
- Are responsible for renewing their permit
- Are aware that 'reminder to renew' emails will be sent at 14 and 7 days before expiry
- Are aware that they can contact Parking Services via email with any issues parkingservices@sthelens.gov.uk
- Are aware that failing to adhere to any of the above may result in the permit being revoked or the issue of a Penalty Charge Notice