

# Carers Parking Permit Guide and Application

## About this form

Use this form to apply for a Carers permit. A Carers permit exempts a vehicle used by a carer visiting a resident from time limits and parking fees while the carer is providing in-home care.

The permit is issued to the resident rather than the carer. This enables residents to receive care from multiple carers who are not eligible for the Care Worker Parking Permit.

## Part A: How permits work

- Permits are issued for a specific area and are valid only within that area. The area number will be listed on your permit.
- If the area number on your permit matches the area number on the sign (see example signs to the right) your vehicle is exempt from restrictions in that location. A Carers Parking Permit does not exempt your vehicle from general road signs such as "No Parking" or "Loading Zone". Not all streets have special arrangements for permit holders.
- It is the responsibility of the driver to carefully read any signs before parking their vehicle.



## Part B: Eligibility - General

A Carers' Parking Permit may be issued to a resident who:

1. Is a resident of the City of Sydney.
2. Has a letter from a service provider or health professional setting out the resident's need for in-home care and the length of time the care is required.
3. The permits may only be used by carers providing care who meet the definition of carers as set out in the Carers (Recognition) Act 2010 [legislation.gov.au/Details/C2010A00123](http://legislation.gov.au/Details/C2010A00123)

A Carers' Parking Permit is not valid for use on a caravan, bus, truck, trailer or any vehicle which exceeds 3.5 tonnes tare weight unless such vehicle is necessary for the specific health or aged care service provided.

## Part C: Permit fees

**Fees:** The current fees are shown in Part 5 of the application form.

For more information on fees, call the City of Sydney on 9265 9333 or visit [cityofsydney.nsw.gov.au](http://cityofsydney.nsw.gov.au).

## Part D: Your responsibilities

Not all residential properties within the City's Parking Precincts are eligible for permits.

- If you live in a building approved or converted to residential use after 8 May 1996 (former South Sydney), 1 May 2000 (former Sydney City Council) or 12 May 2014 (all remaining areas of the City of Sydney) you will not be eligible.
- A household which occupies a dwelling approved with the condition that no parking permits are to be issued.
- A household with an on-site visitor parking space, including shared visitor spaces in multi-unit dwellings you will not be eligible.
- A property not approved for residential use.
- A property within the City of Sydney CBD area.
- Call 9265 9333 to enquire about eligibility of your property.

## Part D: Your responsibilities...continued

- The person applying for the Carers Parking Permits is responsible for the permits issued to them.
- A Carers Parking Permit must only be used for the purposes of providing care to the applicant.
- When in use, the Carers Parking Permits must be displayed on the left hand side of the vehicle's front windscreen. If this is impractical, it must be displayed on another prominent window. This permit must not be used for parking unless providing care for the applicant.
- If a permit is lost, stolen or damaged, the applicant must notify the City of Sydney.
- It is the permit holder's responsibility to ensure a valid permit is displayed. While the City will endeavour to send a notice 4-6 weeks prior to the expiry of your permit; not receiving a notice is not an acceptable excuse for failing to renew your permit.

## Part E: Privacy & Personal Information Protection Notice

**Purpose of collection:** This information is being collected for the purpose of issuing parking permits and for road and traffic management in the Council area.

**Intended recipients:** City of Sydney employees. Any approved contractors required to provide this service.

**Supply:** The supply of this information is voluntary. If you are unwilling to provide this information, the City of Sydney may be unable to provide access to City of Sydney services.

**Access/Correction:** Please contact Customer Service on 02 9265 9333 or at [council@cityofsydney.nsw.gov.au](mailto:council@cityofsydney.nsw.gov.au) to access or correct your personal information.

**Storage:** The Customer Service Unit at the City of Sydney, located at 456 Kent Street, Sydney NSW 2000, is collecting this information and the City of Sydney will store it securely.

**Other uses:** The City of Sydney will use your personal information for the purpose for which it was collected and may use it as is necessary for the exercise of other functions.

For further details on how the City of Sydney manages personal information, please refer to our Privacy Management Plan [cityofsydney.nsw.gov.au/policies/privacy-management-plan](http://cityofsydney.nsw.gov.au/policies/privacy-management-plan).

## Part F: Lodgement Details

You can lodge the completed application by:

**EMAIL:** [parking@cityofsydney.nsw.gov.au](mailto:parking@cityofsydney.nsw.gov.au)

**WHAT NOW:** When lodging your application you must attach current copies of the required documents, including:

- Proof of residency
- A letter from a service provider or health professional setting out the resident's need for in-home care and the length of time the care is required

Do not include payment with your application. Customer Service will assess all documentation and advise you of the total fee payable.

For further information regarding your application please contact us by visiting [cityofsydney.nsw.gov.au/contact-us](http://cityofsydney.nsw.gov.au/contact-us)

# Carers Parking Permit Application

## About this form

Use this form to apply for Carers Parking Permits.

While permit holders benefit from exemptions to time restrictions in a parking area, a parking space is not guaranteed.

## How to complete this form

- 1: Read the Carers Parking Permit Guide before completing this form.
- 2: Ensure that all fields have been filled out correctly and the form is fully completed. Incomplete forms will be returned to the applicant.
- 3: Once completed you can submit this form by email. Please refer to the Lodgement Details section (Part F in the Guide) for further information.

### Part 1: Application Type

Are these new, renewal or replacement permits? New  Renewal  Replacement   **see below**

I require the permit to be valid from :  to

If you apply for a replacement permit, you must either return the damaged permit or provide evidence that your permit was stolen.

### Part 2: Applicant Details

Given Name/s \*

Family Name \*

Residential Address (please include number, street name, suburb and postcode) \*

Daytime Contact \*

Email Address

### Part 3: Documentation Requirements

To apply for a Carers Parking Permit you must supply:

- Proof of Residency.
- A letter from a service provider or health professional setting out the resident's need for in-home care and the length of time the care is required.

### Part 4: Fees

Carers Parking Permits are valid for up to 12 months and the fees are:

Cost: New Permit / Permit Renewal: \$58.00 Replacement Permit: \$29.00

### Part 5: Applicant Declaration

I declare that:

- The information I have provided on this application is true and correct in every detail.
- I have read and understood the conditions of operation of the scheme as outlined in the Carers Parking Permit Guide and agree to abide by them.
- I have provided a letter from the relevant government health body indicating the need for long term health care of the resident.
- I understand I am responsible for the renewal of Carers Parking Permits.

Applicant Name

Applicant Signature

Date

Office Use Only

Receiving Officer

Receipt Number

Receipt Date

Area

Zone

Licence Number

Amount Paid