

Annexe 8

APPLICATION FOR PERMISSION TO PARK A LICENSED VEHICLE WITHIN THE PEDESTRIANISED AREAS, HIGH STREET AND BATCHEN STREET, ELGIN OR RESTRICTED AREA OF COMMERCE STREET, THUNDERTON PLACE AND BATCHEN LANE, ELGIN ROADS (SCOTLAND) ACT 1984

NOTES FOR GUIDANCE OF APPLICANT

1. The fee for occupation of the road is £37.00 per week or part thereof.
2. The completed form should be submitted:
 - **By Post to:** Transportation Manager, The Moray Council, Council Office, High Street Elgin, IV30 1BX
 - **By E Mail to:** roadspermits@moray.gov.uk
 - **By Fax to:** 01343 563990
3. Applications from charitable and non-profit making organisations will be granted a free permit.
If you are in any doubt whether you are entitled to a free permit, please contact the Transportation Section on 0300 123 4565
4. Failure to apply for a permit may incur a Fixed Penalty Notice of £120.00 to be paid within a period of 36 days (discounted to £80.00 if paid within a period of 29 days).
5. **AT LEAST 5 WORKING DAYS NOTICE IS REQUIRED FOR ROAD OCCUPATIONS PRIOR TO PERMISSION BEING GRANTED.**
4. Late applications will not be considered.
5. No vehicle movements are allowed on the pedestrianised area of High Street, Elgin between the hours of 11:00am and 4:00pm.
6. Indemnity The applicant shall indemnify The Moray Council as Roads Authority for and against all actions, claims, demands, costs, charges, damages, losses and expenses of whatsoever kind or nature which may be brought or made against them or incurred by them in respect of the negligence, omission or default of the holder of this permission or those for whom the holder of this permission is responsible arising in respect of any operations authorised by this permission unless due to the negligence or other breach of legal duty on the part of the Council or of any person for whom the Council are responsible.

PART 1 - APPLICANT DETAILS

NAME	
COMPANY	
ADDRESS	
POSTCODE	
TELEPHONE NUMBER	

PART 2 - APPLICATION DETAILS

STREET NAME	
SITE LOCATION (house/shop no)	
START DATE	
FOR A PERIOD OF *Delete as appropriate	Day(s)/Week(s)*
FOR THE PURPOSE OF	
VEHICLE REGISTRATION	
I attach fee of	£
<input type="checkbox"/> Cheque <input type="checkbox"/> Credit/Debit Card (Please call 0300 123 4565 during office hours for card payment)	

For Office Use Only

Approved By	
Date	
Fee Paid	
Cheque/Card Payment Number	
Application Number	
Code No 78699-7560-G817	
RP 892/A (1st April 2012)	

For further guidance please contact:

**The Transportation Manager
The Moray Council
Council Office
High Street
Elgin, IV30 1BX
Telephone: 0300 123 4565**