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| Rannóg um Polasaí Páirceála agus Forfheidhmiúchán, **An Roinn Comhshaoil agus Iompair**, |
| Oifigí na Cathrach, An Ché Adhmaid, Baile Átha Cliath 8 |
|  |
| Parking Policy & Enforcement Section, Environment & Transportation Department, |
| Civic Offices, Wood Quay, Dublin 8 |
| Telephone: 01 2222261 E. parkingenforcement@dublincity.ie |

# Application for Suspension of Paid Parking Spaces

Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address of Applicant: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Phone No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ On Site Contact Phone No.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Exact Location of Parking Space/s: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\*Please be advised that in a Residential Area all residents must be notified in advance of Suspension and a copy of this notification to be sent with this application**\*

Number of Parking Space/s required: \_\_\_\_\_\_\_\_

(Please note that where an individual Parking Space is not marked 5 metres is equivalent to one Parking Space)

Date Parking Spaces required: From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time Parking Spaces Required From: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Purpose for which Parking Spaces are required: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**\*No parking of private vehicles is permitted\* Parking is only permitted in the paid parking spaces allocated. A clear drawing of the proposed parking spaces MUST be submitted showing the exact location of the parking spaces which are the subject of this application**. Drawing should show the position of the parking spaces relative to adjacent junctions and also to other parking spaces on the road.

I have read the general conditions overleaf and agree to abide by same:

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

NAME (Block Capitals): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Please forward the completed Application Form to the above address. The Application Forms will be retained for 3 years.

**Note:** Please phone 01-2222261 for the charge applicable. **This charge must be paid in full in advance** and any approval granted will be subject to strict compliance with any conditions as may be imposed from time to time by the Assistant Chief Executive in the Environment & Transportation Department, or any person authorised by him. See general conditions on the rear.

*Payment is required in advance. You will be contacted for payment once the application is successful. Do not forward cash by post. If you wish to pay by Visa, Laser or Mastercard, please ensure your contact details above are correct.*

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| **Credit Card Number:** |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |

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**GENERAL CONDITIONS RELATING TO SUSPENSION OF PAID PARKING SPACES**

1. Any suspension of paid parking spaces is in accordance with the Dublin City Council Parking Control Bye-laws.
2. Applications for suspensions of paid parking spaces will only be considered if they are received 5 working days before the commencement date of the proposed suspension.
3. Only suspension applications in relation to **paid parking spaces** will be considered. Under **NO** circumstances will suspensions be permitted in Loading Bays, Taxi Ranks, Non paid parking locations, Clearways, Bus Lanes, Disabled Bays etc. and any parking by vehicles concerned with this application in these locations will be deemed to be a contravention of the terms of the Permit.
4. In a residential area all residents must be notified in advance of an application for suspension and a copy of this notification to be forwarded with this application form for approval. Dublin City Council may, in some instances, require that local businesses be similarly notified.
5. The suspension of a paid parking space shall be indicated by the placing thereon of a sign or other device clearly indicating that it is non-operational and indicating the period (hours and dates) of the suspension.
6. It is the responsibility of the applicant to ensure that the allocated paid parking spaces are cordoned off prior to the commencement of the period of operation of the Permit. It is advisable to arrange same at the close of parking the evening before the permitted suspension is due to commence.
7. The Permit for Suspension of Paid Parking must be prominently displayed at the location of the parking spaces allocated and a copy clearly displayed on any vehicle parked thereon.
8. Any parking restrictions must be complied with as part of the allocation of spaces on the permit, i.e. suspensions of spaces and parking in suspended spaces is **NOT permitted** during the operational hours of Clearways, Bus Lanes etc.
9. In accordance with the Dublin City Council Parking Control Bye-Laws, it shall be an offence to breach any conditions specified by the Council in granting a suspension of paid parking spaces. In the event of vehicles being parked in contravention of these conditions they shall be deemed to be unlawfully parked for the purposes of the Road Traffic Acts and any regulations made thereunder.
10. It is **NOT permitted** to display banners or advertising signs on Dublin City Council property.
11. The distribution of leaflets, merchandise or foodstuffs is **NOT permitted**.
12. The applicant shall indemnify Dublin City Council against all claims, proceedings, liabilities, losses or expenses of whatever nature, however arising, in connection with the suspension of paid parking spaces allocated.
13. Any breach of these general conditions may result in the immediate withdrawal of the Permit.

For more information relating to the Dublin City Council Privacy Statement or Data Protection policies, please refer to <http://www.dublincity.ie/privacy-statement>

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