



APPLICATION FOR CAR PARK SEASON TICKET BY A MEMBER OF THE PUBLIC

PLEASE SELECT	To COLLECT <input type="checkbox"/>	by POST <input type="checkbox"/>	Car Registration No.	
Title..... (Mr/Mrs/Other)	Driver's Surname		Driver's First Name	
Title..... (Mr/Mrs/Other)	Patient's Surname (if not driver)		Patient's First Name	
Applicant's address & <u>telephone number</u>				
Reason for request				
How many visits to the hospital per week		Department visiting		
To cover period from (Month/Year)		To		
Amount (non-refundable) Minimum of £20 for 25 tickets at 80p each			£	
Cheques to be made payable to	Royal Devon University Healthcare Trust			
<p>I confirm that to the best of my knowledge this information is correct and I fully understand and agree to comply with the conditions of the permit (overleaf) - please tick <input type="checkbox"/></p> <p>Please Note: False declarations will render the application invalid or lead to the permit being withdrawn. If this form is not fully and correctly completed it will be returned. It will be at the discretion of the Director of Facilities if the season ticket is allocated. In some cases, clinical advice may be sought from the Director of Nursing or the Clinical Director on the criteria for obtaining a season ticket.</p>				
Signature (applicant)		Date		

Do not make a payment until your application has been authorised by Facilities Directorate

Authorised by	Signed	Print	Date
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Please return to the Director of Facilities, C/O: Assistant Facilities Coordinator, North Devon District Hospital, Raleigh Park, Barnstaple. EX31 4JB

FOR OFFICE USE ONLY:			
Cheque received	£	Cash received	£
Date issued		Season ticket no	
Expiry date of season tickets		No of season tickets issued	

PUBLIC PARKING SEASON TICKET TERMS AND CONDITIONS

General Information

Members of the public who need regular treatment for long term conditions are entitled to apply for a season ticket for car parking, for which there is a charge. However, if you will be visiting for appointments at least 3 times per month and for an overall period of at least 3 months then parking will be free. An application form still needs to be completed and sent to the Facilities Department.

Season Ticket

In order to be able to acquire a season ticket an application must be submitted to the Facilities Department which is fully completed. The patient will be advised of the status of their application and then visit the general office on level 2 to pay if required. Once payment has been made the patient must take the form and receipt to the Information Desk on Level 2 who will send it all to the Facilities Department who will then issue the tickets to the applicant.

The season ticket will consist of 25 tickets which allows parking all day for 80p a ticket. The minimum number of tickets to be purchased at any one time is 25 and these must be purchased in advance. The season tickets cover a calendar year.

The season ticket is not transferable.

Cheques must be payable to Royal Devon University Healthcare Trust.

Conditions of use of the Season Ticket

1. Anyone wishing to redeem the season ticket against a 'free exit' must first produce the season ticket issued by the Trust, to the Information Desk on level 2 including proof of identity.
2. A valid permit will entitle the holder to park in the public car park areas of NDDH in accordance with the RDUH Car Parking Policy. Holding a valid permit DOES NOT guarantee a parking space.
3. Any vehicle parked in a restricted area (grass verge, double yellow lines, disabled bays and pavements, emergency vehicle access areas, ambulance bays, fire access, no parking areas etc.) will be issued with a Penalty Charge Notice and may be the subject of a wheel clamp.
4. If your season ticket is lost or stolen the Facilities Department must be notified immediately. A new permit will be issued. This will incur a further fee for a new season ticket.
5. Only one set of 25 season tickets will be issued to each applicant.
6. No 'free exits' will be issued without the production of the season ticket.
7. All vehicles brought on site are done so entirely at the owner's risk. Sodexo or RDUH do not accept any responsibility or liability for loss or damage howsoever caused.
8. Drivers must move their vehicle promptly as directed by Sodexo Car Parking Management.
9. There is no opportunity for a refund of the car parking remaining on the season ticket under any circumstances.

**FALSE DECLARATIONS OR NON-COMPLIANCE WILL RESULT IN THE
SEASON TICKET BEING WITHDRAWN**