



STELLENBOSCH

STELLENBOSCH • PNIEL • FRANSCHHOEK

MUNISIPALITEIT • UMASIPALA • MUNICIPALITY

APPLICATION: MONTHLY PARKING

Dear Parking Client

Herewith the application form and agreement for monthly parking permits.

For completion of the application form, please note the following:

- Completed application forms together with supporting documentation must be emailed to Raylene.Jacobs@stellenbosch.gov.za
- All parking applications for other parking facilities will be dealt with, within 10 working days from date of receipt of the application.
- Application forms will then be evaluated, and applicants will be informed via e-mail on the outcome of their application.
- Successful applicants will be provided with the following:
 - Applicable costing
 - Reference number
 - Bank details for payment
- The parking permit disk can be obtained from our Traffic Services Department, after payment of the parking fee is completed. For EFT payments, the payment must reflect in the Municipality's account before a parking disk permit can be issued.



APPLICATION: MONTHLY PARKING

Applicant or Company Name: <small>Customer's Business Name (parking for business) / Surname for personal) application)</small>	Name of Occupier/Employee: <small>As per Identity document</small>
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Vehicle Model:	License Plate:
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Driver's License No: <small>As per license Document</small>	Identity No: <small>As per Identity document</small>
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Identity No: <small>Per RSA ID Doc/Passport</small>	Telephone 1/Cell: <small>Customer's Contact No. Dialling Code Tel. Number</small>
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Telephone 2/Cell: <small>Customer's Contact No. Dialling Code Telephone Number</small>	Fax: <small>Dialling Code Fax/Telephone Number</small>
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E-Mail Address:

Billing Address:
Code:

Parking Facility :

Bloemhof
 Stelkor
 Checkers
 Bergzicht
 Stelmark
 Stelmark 2

Please indicate preferred, second and third option.
 Tariff: as per approved by Council for each financial year.

Parking bays required: (No. of bays)

Duration of Parking Period: (No. of months)
 (Note: Period not to exceed 30 June 2023)

Motivation:

<input type="checkbox"/> Personal /Individual Parking	<input type="checkbox"/> Business Parking: No. of Staff	<input type="checkbox"/> Business Parking: Ave No. of Clients per day	<input type="checkbox"/> No. of Parking Bays Provided on Business Premises	<input type="checkbox"/> Average time per day that each bay would be utilized
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1. Work place address (for personal / individual parking):
2. Type of business.....
3. Proof of any current agreements (please attach to application form)

Previous Parking Period at Facility:

Facility Name: **Date since Parking at facility:**

Duration
Year/s Month/s

OFFICE USE ONLY

REFERENCE/PERMIT NO:	PARKING FACILITY:
EFFECTIVE DATE:	TOTAL COST:
PERMIT APPROVE: Y N	EXPIRY DATE:

MONTHLY PARKING APPLICATION AGREEMENT

1. Monthly parking permits should be purchased on or before the 1st of the month, parking is subject to availability and will be restricted and allocated taking criteria and motivation into account.
2. If permits are purchased after the 1st the full parking fee will be payable irrespective of the date it is purchased. Parking will only be allocated to applicants when payment is received.
3. The Municipality reserves the right to adjust annual tariffs at financial year end (30 June).
4. Permit holders must display their valid permit when entering the facilities as well as, at all times when using the facility. Vehicles without a visibly displayed permit or decals may be subject to the maximum daily rate and/or towing. Unauthorised usage will be a violation of the Municipal By-Law and will be deemed a criminal offence.
5. Monthly parking permits are non-transferable and any use of a permit other than by the applicant, may result in the termination of the monthly parking permit.
6. If permits are lost, duplicates may be requested on providing proof of payment of the original permit. Stellenbosch Municipality reserves the right to confiscate all non-valid or non-renewed permits decals.
7. Permit holders are to adhere to municipal road marking and signage, located within parking facility or forfeit their parking privileges. These signs may include, (amongst others) demarcated handicapped bays, loading bays as well as resident and other reserved parking bays.
8. The applicant agrees to report any damage to the facility, caused by their vehicle. This includes the leaking of any chemicals such as oil, gas or antifreeze. If a vehicle is determined to be leaking chemicals, it may be removed at the owner's expense and the parking contract will be suspended until the necessary repairs are made. Notice of this intention will be provided to the permit holder of the email address indicated in the attached application form.
9. The parking areas may be closed after working hours and vehicles must be removed before closure. Notices at each area will indicate closure hours.
10. Notice of termination must be in writing and directed to Stellenbosch Municipality.
11. The applicant agrees that the utilisation of the facility including, parking of the vehicle, exiting and entering the facility is at own risk, Stellenbosch Municipality will not be held liable for any damages incurred on the facilities.
12. The Municipality reserves the right to cancel or suspend parking permits, if parking bays must be used for Municipal purposes, as and when required.

DECLARATION:

I/We hereby declare as follows:

That the information as supplied in this application is, to my/our knowledge, accurate and correct.

PRINT NAME & SURNAME

APPLICATION SIGNATURE

DATE

*By signing and dating this document
signifies you have read it and agree to the
Monthly parking rules and regulations.*