

Multi-Use Manly Parking Permit Application Form 2024/2025



If you need help lodging your form, contact us	
Email	council@northernbeaches.nsw.gov.au
Phone	1300 434 434
Manly Customer Service Centre	Manly Manly Town Hall, 1 Belgrave Street Manly NSW 2095

Office use only	
Form ID	3042
TRIM Ref.	2021/463772
Last updated	August 2024
Business unit	Transport Network
Application no.	
Receipt No.	

Privacy Protection Notice	
Purpose of collection	For Council to provide services to the community
Intended recipients	Northern Beaches Council staff
Supply	If you choose not to supply your personal information, it may result in Council being unable to provide the services you seek
Access/Correction	Please contact Customer Service on 1300 434 434 to access or correct your personal information

Payment options	
Online	Northern Beaches Council accepts applications and secure payments online for this service. Please visit northernbeaches.nsw.gov.au/services/parking/manly-parking-permit-scheme/apply-online
In person	Visit the Manly Customer Service Centre (listed above) to apply and pay over the counter
Via post	Send the completed application form and cheque payment to: Northern Beaches Council, PO Box 82, Manly NSW 1655. Please allow extra time for this option
Please note, all credit / debit card payments attract a 0.5% surcharge.	

Part 1: Applicant details

Title	Mr	Mrs	Ms	Other:					
First name				Last name					
Address					Postcode				
					Postcode				
Address of second place of residence					Postcode				
Please indicate number of current off-street parking spaces at this property (off street parking includes car spaces/carport/garage that could house a vehicle regardless of whether it is currently used for this purpose)					Car spaces				
					0	1	2	3	4+
Phone				Alternate					
Mobile				Fax					
Email									
Signature				Date					
By signing this form, you acknowledge the permit expiry date and ensure your email address is correct, as courtesy reminder emails are sent closer to permit expiry dates. It's encouraged you set a personal reminder to renew the required permits as listed in Part 3: Permit Scheme Area									

Part 2: Vehicle information and fees & charges

Parking permit and postage fees	Registration number	Cost
First permit issue to property (residential or multi-use)		\$53
Second permit issue to property (residential or multi-use)		\$117
Third permit issue to property (residential or multi-use)		\$117
Concession - First Permit issue to property (residential or multi-use)		\$26.50
Concession - Second Permit issue to property (residential or multi-use)		\$58.50
Replacement Multi-Use Parking Permit		\$243
Permit Holder - Please reuse if possible		Free
Standard Post - Please confirm you have a secure letterbox as we do not take responsibility for lost or stolen items		Free
Registered Post - Tracking number will be provided		\$14
Collect from Manly Town Hall		Free
Total		\$

Please note:

- Multi-Use Parking Permits will have the parking scheme area and applicants street name printed on the permit.
- If the applicant moves to a different residential dwelling within one of the existing Manly parking permit scheme areas, the existing Multi-Use Parking Permit must be presented to Council before a new Multi-Use Parking Permit can be issued.
- Multi-Use Parking Permits must be displayed in the holder on the front passenger side windscreen of the vehicle. Permit holders are available from Council.
- All parking permit users must take responsibility to ensure the parking permit is valid and used in accordance with the terms and conditions.

Concession eligibility – first or second permit only

Holders of cards listed below are eligible for the concession.

- Pensioner Concession Card (PCC)
- Gold card embossed with 'TPI' (Totally Permanently Incapacitated)*
- Gold card embossed with 'EDA' (Extreme Disablement Adjustment)*

* War widow or widower or wholly dependent partner entitled to the DVA income support supplement.

Part 3: Permit scheme area

Scheme area	Permit valid	Permit expiry
Little Manly	1 October - 30 September	30 September
Balgowlah	1 October - 30 September	30 September
Ocean Beach	1 November - 31 October	31 October
Ethel Street West	1 November - 31 October	31 October
Isthmus	1 December - 30 November	30 November
Fairy Bower	1 December - 30 November	30 November
Tower Hill	1 March - 28 February	28 February
Tower Hill Extension	1 March - 28 February	28 February
Ivanhoe Park	1 April - 31 March	31 March
Ivanhoe Park Extension	1 April - 31 March	31 March
You will only be issued a parking permit for your permit scheme area		

Multi-Use Parking Permit: Owner occupiers, tenants and eligible second place of residence property owners

Eligibility:

To be eligible to apply for a Multi-Use Parking Permit, the applicant must:

- Live permanently at an address within an existing Manly parking permit scheme area.
- Provide documentation to the satisfaction of Council to support a second place of residence application.

Please ensure that you have read and understand the Manly Parking Permit Scheme Framework. PO Boxes located within the Manly area on documentation will be accepted

Documentation required:**Tick**

All applicants must provide:

- Three (3) pieces of accepted documentation in the applicant's name at the property address, as detailed over the page or in the Manly Parking Permit Scheme Framework.

Important Multi-Use Parking Permit information

- It is not a requirement to provide a driver licence, a NSW photo card or vehicle registration papers when applying for a Multi-Use Parking Permit.
- Multi-Use Parking Permits have been introduced to provide parking for visitors, tradespeople and carers of a rateable residential property.
- One (1) Multi-Use Parking Permit will be issued to each eligible residential property.
- A Multi-Use Parking Permit may only be replaced on presentation of a valid Police Event Number for a stolen permit only. Police will not provide an event number for lost permit
- If the applicant moves to a new residential dwelling within one of the existing Manly parking permit scheme areas, the existing Multi-Use Parking Permit must be presented to Council before a Multi-Use Parking Permit can be issued for their new parking permit scheme area.

Accepted documentation:

	Utility or phone bill*	Building insurance	Contents insurance	Bank statement	Official government documents	Lease agreement
Owner occupiers	✓	✓	✓	✓	✓	n/a
Tenants	✓	n/a	✓	✓	✓	✓
Boarding House residents	✓	n/a	✓	✓	✓	✓

* Sydney Water bills will be accepted only if the postal and service address are the same.

Important information

The vehicle must not exceed 4.5 tonnes gross vehicle mass or greater than 7.5m in length.

The following property types are not eligible for a Manly Multi-Use Parking Permit:

- A household occupying a dwelling which was approved with the condition that no parking permits be issued.
- A household that has a second dwelling that has not been subdivided on a lot or for which parking permits are already issued.
- A dwelling not approved for residential use.
- Business rated properties.

Certain properties may not be eligible for a Manly Multi-Use Parking Permit as part of their Development Consent. Please check online to determine eligibility prior to submitting your application.

Statutory Declarations are:

- Not an acceptable form of documentation to prove residency within a scheme area.
- Not accepted to report lost or stolen Multi-Use Parking Permits.

This requirement is to minimise the risk of fraud.

Parking Permits cannot be swapped for other permits (E.g Residential Permit for a Multi-Use Permit) due to change of mind.