

Special Issue Parking Permit, Manly Application 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	3043
TRIM Ref.	2024/433875
Last updated	June 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	
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.
Via email	Send the completed application form to council@northernbeaches.gov.au and we will call you for payment. Please allow extra time for this option and note the application is not approved until payment is received.
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
Organisation name					
Organisation address					Postcode
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. Its 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

	Registration number (if applicable)	
Special issue		\$28
Special issue		\$28
Special issue		\$28
Special issue		\$28
Special issue		\$28
Special issue		\$28
Special issue		\$28
Special issue		\$28
Special issue		\$28
Special issue		\$28
Special issue		\$28
Special issue		\$28
Special issue		\$28
Special issue		\$28
Special Issue Permit fee New vehicle registration papers will be required for change of vehicle		\$28
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:

- Special Issue Parking Permits will have the organisation name, parking scheme area and approved parking conditions printed on the parking permit.
- Special Issue Parking Permits must be displayed on the left hand front side of the vehicle and be clearly visible.
- All parking permit holders and users must take responsibility to ensure the permit is valid and used in accordance with the terms and conditions.

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. Valid permits will expire as per relevant permit scheme area, as listed above.

Special Issue Parking Permit eligibility	
<ul style="list-style-type: none"> To be eligible, the charity, volunteer or not for profit organisation must be located within an existing Manly Parking Permit scheme area. Requests for consideration to receive Special Issue Parking Permits are at the discretion of the Chief Executive Officer. 	
All applicants must provide:	Tick
<p>A request on official email / letterhead with :</p> <ul style="list-style-type: none"> Description of services that the organisation perform in the community. Days and times parking permit required. Preferred parking permit scheme area. <p>Parking permits will be issued based on the number of available on-street parking and your scheme area preference may not be allocated. In this instance we will supply parking permits for the closest available scheme area.</p>	
Important information	
<p>The following property/vehicle types are not eligible for a Manly Special Issue Parking Permit:</p> <ul style="list-style-type: none"> Vehicles exceeding 4.5 tonnes gross mass or greater than 7.5 metres in length. Truck, boat, bus, caravan, trailer (all types) or tractor. Statutory Declarations are not accepted to report lost or stolen special issue parking permits. This requirement is to minimise the risk of fraud. 	
Please allow up to 10 working days for your application to be reviewed and processed.	