

# Manly Parking Permit Replacement Form 2024/2025



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

Office use only	
Form ID	3046
TRIM Ref.	2024/433919
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.	

**This form is to be used for replacement Manly residential, business, car share, support worker, or special issue parking permits only.**

## Part 1: Applicant details

Title	Mr	Mrs	Ms	Other:
First name			Last name	
Address			Postcode	
			Postcode	
Address of second place of residence			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 and charges

Replacement permit type	Registration number	Cost	Damaged windscreen or sale of vehicle
Residential parking permit		Free	Free
Multi-use parking permit	N/A	\$243	\$243 * As per conditions below
Business parking permit		Free	Free
Car share parking permit		Free	Free
Support worker parking permit		Free	Free
Special issue parking permit		Free	Free

\* Free replacement of a Multi-Use Parking Permit only applies to written off vehicles with documentation or a stolen vehicle/permit on presentation of a valid Police Event Number.

Postage		
Standard Post - Please confirm you have a secure letter box 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		

## Part 3: Required documentation

Applicants must provide the following to obtain replacement permits		
Stolen permit Permit will only be issued for the vehicle registration number as per the original application	Police Event Number	
	Residence confirmed (internal use only)	
Stolen vehicle	Police Event Number	
	New vehicle registration papers	
	Documentary evidence to support stolen vehicle	
	Residence confirmed (internal use only)	
Damaged windscreen Permit will only be issued for the vehicle registration number as per the original application	Original permit returned in some form (if possible)	
	Documentary evidence to support replacement windscreen	
	Residence confirmed (internal use only)	
New vehicle	Original permit returned in some form	
	New vehicle registration papers	
	Residence confirmed (internal use only)	
Written off vehicle	Original permit returned in some form (if possible)	
	New vehicle registration papers	
	Documentary evidence to support written off vehicle	
	Residence confirmed (internal use only)	

Please note:

- Statutory declarations are not accepted to obtain replacements parking permits for the Manly parking permit scheme.
- Permits are only valid in the scheme area to which that are issued for on-street parking spaces sign posted 'permit holders excepted'.
- The application must meet all requirements as detailed in the Manly Parking Permit Scheme Framework to receive a replacement permit.
- 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 permits.
- By signing this application you acknowledge these conditions.

#### Part 4: Parking 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		