

GUIDANCE NOTES

Bradwell Common – Resident/ Visitor Permit (Virtual Permit)

Eligibility:

Any Bradwell Common resident as defined below, over the age of 17 years, who is the user of a vehicle that is registered to the applicant's address may apply for a resident permit.

Residents whose addresses are inside the area between Portway and Bradwell Common Boulevard may apply for a resident permit for each vehicle registered in their name and one visitor permit per household.

Resident permit holders are authorised to park where the code below is displayed. Permits are not valid in any other type of parking area and only within Bradwell Common.

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Failure to purchase a valid virtual electronic parking permit when parked in a permit zone may result in the issue of a Penalty Charge Notice.

Vehicle Eligibility:

A Resident parking permit may be used in the following types of vehicles.

- i) A passenger vehicle, which carries no more than 12 passengers.
- ii) A goods vehicle weighing less than 3.5T gross laden weight.

Permits are not valid for trailers. It is prohibited for any street trader vendor's vehicle to be parked or operate from any parking place.

Vehicles must be parked wholly within the confines of the marked parking area.

Proof of Residency:

Resident Permit

Applicants are required to provide a copy of the vehicle registration (V5C) registered for the address for which you are applying for a permit and two documents verifying the application address e.g. Driving licence/lease agreement, Formal Tenancy Agreement (accepted on initial application only), Utility Bill, Bank Statement. (please note that these must be dated within **three months**)

Visitor Permit

Applicants are required to provide two proofs of residency from the above list.

Temporary Permit (one month)

Applicants are required to provide one proof of residency.

Visitor Day Vouchers (only available when purchasing an annual permit)

Residents with a valid annual permit can purchase additional visitor vouchers at a cost of £1 per day.

Proof of residence must be provided before your application can be approved. The Council reserves the right to request further proof of residence if necessary

Change of Vehicle (VRM):

If you change your vehicle during the validity of your parking permit, you must log into your account and change the vehicle details to update your permit.

Renewal:

It is your responsibility to renew your permit. Applications for renewals should be made at least 5 days prior to the expiry of your permit to allow the application to be processed.

Apply here: <https://permits.paysmarti.co.uk/acct/miltonkeynes>

For any permit queries please email miltonkeynespermits@imperial.co.uk

General Data Protection Regulation:

How we keep your personal information safe.

Under the General Data Protection Regulation Act Milton Keynes Council has a legal duty to protect any information we collect from you.

For more information about how we use your personal data please visit www.milton-keynes.gov.uk/highways-and-transport-hub/parking/parking-privacy-notice-for-parking-services