



GUIDANCE NOTES

01/2020

Central Milton Keynes (CMK) – Low Emission Vehicle Green Permit (Virtual Permit)

Eligibility:

Anyone who owns a vehicle may purchase a Green parking permit on the following conditions:

- i) The applicant does not have valid employee parking permit.
- ii) A Green parking permit may only be used by the applicant in the vehicle detailed on the application form.
- iii) Emissions between 76 (g/km) and including 100 (g/km) - Vehicle registration certificate (V5C) (formerly known as a log book) required confirming **CO2**

Permits are valid for 3, 6, 9, or 12 months.

Please note:

Legacy Vehicles

Applicants who hold a green parking permit that was issued before 4th April 2013 and the CO2 emissions are between 101 (g/km) and 120 (g/km) are able to renew their green permit for the duration that they remain the owner of the said vehicle.

Documentation required:

You will be required to provide a copy of the V5C (Vehicle Log Book), or valid insurance document if the vehicle is not in your name, registered for the address for which you are applying for a permit which clearly shows the emissions of your vehicle.

If you are the vehicle owner or hirer, the vehicle registration document (V5C) or hire agreement must detail your name and the address for which the permit applies. If your name and current address do not match the details on the V5C, you will be requested to submit a copy of the updated V5C which may delay the issue of your permit.

If the vehicle is a company car, provide a letter from your employer confirming that you have permission to drive the vehicle and the emissions.

Where can I park?

There are many different parking restrictions within CMK and it is important to ensure you are aware of the areas where you are permitted to park with a valid Green parking permit. A Green parking permit can also be used in standard tariff pay and display parking places within CMK. A Green parking permit can also be used in the restricted parking spaces located in North Row and South Row between Witan Gate and the Railway Station, during the restricted hours indicated by street signing (07:00hrs – 08:30hrs).

Please note this does not apply where a parking area is suspended, denoted by suspension signing.

The code below will be shown on signs at the locations where the Green parking permit is valid.



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.

Permits are not valid in any other type of parking area.

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

Change of Vehicle:

Please note: If you change your vehicle and the vehicle is eligible for a green permit you must log into your account and change the vehicle details providing the new V5C or proof of emissions for the vehicle.

Refunds:

If you no longer require your Green parking permit you can obtain a pro-rata refund. The refund applies to full calendar month unused before the expiry of the permit calculated from the date of receipt by the Council.

A refund application must be completed and returned either by email to mkparking@milton-keynes.gov.uk or by post to: Milton Keynes Council, Parking, 1 Saxon Gate East, Milton Keynes, MK9 3EJ. The refund form can be found at <http://www.milton-keynes.gov.uk/streets-transport-and-parking/parking/permits>

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