



**WEST LOOE TOWN TRUST**  
WEST LOOE SQUARE, WEST LOOE, CORNWALL PL13 2EU  
Registered Charity No: 228167  
TEL: 01503 263655  
email: wltt2@westlooeatowntrust.co.uk



**CAR PARKING APPLICATION**

I wish to apply to be put on the waiting list to be allocated one car parking space at:

**Pound Orchard/ Downs / Downs Gate (delete as applicable)**

We have 2 types of permits – Commercial or Residential only

NAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

TELEPHONE (Mobile & Home): \_\_\_\_\_

EMAIL: \_\_\_\_\_

**RESIDENTIAL PERMIT REQUIRED: YES / NO (delete as applicable)**

BUSINESS/COMMERCIAL ADDRESS: (if applicable)

(Or address that the permit \_\_\_\_\_

relates to - including \_\_\_\_\_

Holiday Lets / Air BnB \_\_\_\_\_

Guest Houses / B&Bs) \_\_\_\_\_

**COMMERCIAL PERMIT REQUIRED: YES / NO (delete as applicable)**

Details of Vehicle OR indicate if the space is to be for multiple vehicles

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Reg No: \_\_\_\_\_

Declaration:

1. The parking space is for the vehicle detailed above and I am the regular user of the vehicle.
2. I am a bona fide resident of Looe (as per above home address) OR I wish to use the space in accordance with my business as above.
3. I have read and accept the STANDARDS CONDITIONS (overleaf) and I understand that the Trustees may ask for verification of any facts given.

SIGNATURE \_\_\_\_\_

DATE \_\_\_\_\_

November 2023

## WEST LOOE TOWN TRUST

### STANDARD CONDITIONS FOR CAR PARK SPACES & GARAGES

- (1) Allocation of spaces will be at the sole discretion of the Trust and will in the first instance be made to bona fide residents of Looe on the basis of one space or garage per dwelling. No guarantee is given that any or every applicant will be allocated a space/garage and no reasons will be given for a refusal.
- (2) Permits for spaces or garages are on an annual basis from 1<sup>st</sup> January to the 31<sup>st</sup> of December with all rent's payable in advance of the 1<sup>st</sup> of January each year. In no way does this establish any form of tenancy.
- (3) Allocated spaces or garages are **NON-TRANSFERABLE** and must not be passed to any other person.
- (4) The use of car park spaces for commercial gain (holiday lets, bed and breakfasts/guest houses, Air BnB etc) requires a commercial permit. The use of residential permits for commercial purposes will not be tolerated and the user will surrender their space.
- (5) Parking spaces are only to be used to park vehicles that are taxed, insured, and in a roadworthy condition.
- (6) Permit holders entering the Trust's property do so at their own risk, such persons are permitted to use the car parks or garages subject to the condition that the Trustees cannot be held liable for injury to the person or damage to their property, howsoever caused.
- (7) Permit holders agree to indemnify the Trust against all, or any claims whatsoever and howsoever caused arising from the granting of a garage or car parking space.
- (8) Permit holders are required to comply with the instructions of any employee of the Trust relating to the use of the space/garage.
- (9) Changes of address or vehicle registration must be immediately notified to the Clerk to the Trust, failure to do so may result in the vehicle being subject to a fixed penalty fine.
- (10) Residential spaces are limited to 2 car registration numbers.
- (11) Commercial vehicles will not be allowed, except by the express permission of the Trustees.
- (12) **Penalty notices and relevant payment/fees will be charged for any illegal parking.**
- (13) Violation of any of the above conditions will, unless the Trustees decide otherwise, incur forfeiture of the relevant permit.

#### **General Data Protection Regulations (GDPR) Policy**

Applicants give the West Looe Town Trust consent to hold their contact details for the sole purpose of the administration of the parking agreement. We understand that this data will not be shared with any other individual or organization and will be stored securely at all times. Applicants understand that they may withdraw this consent at any time by written instruction to the Trust.

**General enquiries regarding parking should be made to the Trust Clerk (Tel: 01503 263655 Email [wltt2@westloometowntrust.co.uk](mailto:wltt2@westloometowntrust.co.uk))**

