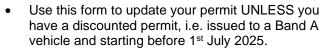
Parking Permit Change of Vehicle

See www.richmond.gov.uk/parking for the latest version



- Fill in all sections of the form and sign it. Incomplete or unsigned forms cannot be processed
- When you have completed your form post it to Parking Permits, PO Box 466, Twickenham TW1 9JT
- Include all required proofs, your current permit and £20 administration fee payment (if you have previously changed vehicle within the last 12 months)
- You may use the tear-off slip on your permit letter to park for 7 days where your permit would otherwise be
- Please allow 14 days for the delivery of your permit.

If you have any problems or queries making your application, please call 020 8891 1411 for assistance.

LONDON BOROUGH OF RICHMOND UPON THAMES

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Please Write clearly in BLOCK CAPITALS					
Title	Mr / Mrs / Miss / Ms / Other (please specify):				
Forename(s)					
Surname					
Full address					
Telephone no.					
Email address					
About your OLD vehicle					
Registration	Colour				
Make					
About your NEW vehicle					
Registration	Colour				
Make					
Proof of vehicle ownership Tick to confirm where applicable					

Vehicle registration document
(If your name is not on the vehicle registration document, then you must also provide
proof that you are eligible to drive the vehicle, e.g., current insurance certificate)

Pavment r	netho	dTick one. If paying	£20 administration fee	
. uy		Cheque (Make out to 'LBRuT')	Credit/Debit card	
		_	Daytime telephone number (Staff will contact you for your card details)	
Use of you	ır info	rmation statemer	nt	
		Protection Regulation 20 ^o is the controller of your p	118 (GDPR) and the Data Protection Act 2018, the London Boropersonal information.	ough of
about your dea used by the Co • process and • process Per • prevent and	lings with uncil to administ alty Cha detect fra	the Council. The personater your parking arrangeminge Notices and collect deaud in relation to parking p	committed to ensuring that it protects your details and the inform al information that you provide to process your application will conents with the Council, ebt in relation to those Notices, permits and/or accounts, and ing permits/accounts and controlled parking zones.	
necessary to do third parties Centre, enfo the police or other depart departments	the about the for Pena procement security ments with the following the f	ve and only where it is law lty Charge Notice appeals agencies, European colle organisations to prevent of ithin the Council (including L, London Councils), statu	s and enforcement i.e., London Tribunals, the Traffic Enforcemection agencies,	
Application data issued/renewed			eriod of six years from the expiry or cancellation of the latest	
access to, or re	ctify inco	rrect information. You also	d about you, you have the right to request to be informed, have to have the right to object to or restrict our processing of your dentity and explain to you our reasons if we do not agree to carry	ata.
www.richmond. email to dpo@r	gov.uk/da ichmonda	ata_protection. Data prote andwandsworth.gov.uk, or	use your data, please read the Council's Privacy Policy online a ection questions can be made by telephone on 020 8891 1411, or in writing to the Data Protection Officer, London Borough of street, Twickenham TW1 3BZ.	
Declaratio	n			
I am still eli www.richmI understan	gible for tond.gov.ud that my	this permit as per the relevuk/parking), and	port of this application is correct, and evant permit type Guidance Notes (available online at by the London Borough of Richmond upon Thames as specifie	ed in
Signature		all applicants		
Signature			Unsigned application	ations

Must be comp	eted by all applicants	_	_
Signature		Date	Unsigned applications will not be processed

Offences

Parking permits/accounts obtained under false pretenses, or where payment is required and is not made, will be revoked and the vehicle will be liable for penalty charge notices if parked where a valid permit/parking session would normally be valid. The Council may also prosecute under the Theft Act or other relevant legislation.

If you need this form in Braille, large print, audio tape or in another language, please call 020 8891 1411 or textphone on 020 8831 6001