

## Registration Form for Free Carpool Parking Space

Nelson City Council offers carpoolers who **work in the CBD** free parking. A carpool permit will be sent to each registered member which expires **annually** on 31 October. At least **two** cards must be displayed on the vehicle. Additional carpoolers are required to complete another form. Please read Important Information on the back of this form.

### EACH CARPOOL MEMBER MUST COMPLETE THIS FORM

**PRIMARY APPLICANT** – Primary applicant should be the contact for group

Name:	
Residential Address:	
Postal Address:	
Telephone:	Mobile:
Email:	
Car Registration No:	Workplace:
<b>Renewals Only</b> - Previous Permit Number:	
Signature:	Date:

### SECONDARY APPLICANT

Name:	
Residential Address:	
Postal Address:	
Telephone:	Mobile:
Email:	
Car registration no:	Workplace:
<b>Renewals Only</b> - Previous Permit Number:	
Signature:	Date:

## **IMPORTANT INFORMATION**

Use of carpooling spaces is on a first-come basis. If carpooling parks are not occupied by 10am the general public may then park in those spaces. This excludes Wakatu Carpooling area, which is carpooling only, all day. A carpool permit expires **annually on 31 October**. If you apply for a carpooling permit throughout the year, you will need to renew by 31 October.

Failure to display at least **two** up-to-date carpooling permits (with different car registration numbers) in carpooling areas is subject to a parking infringement notice and an instant fine of \$40.00. You may have two vehicles registered on one card so either vehicle can be used for your pool.

Parking officers will monitor the free parking areas to check compliance with carpool free parking conditions i.e. Vehicle registration current, at least two carpooling permits displayed, and the carpool is active on-line. Non-compliance or use of the allocated areas for anything other than the parking of carpool vehicles is subject to an instant fine of \$40.00.

Council does not accept any liability for the damage, loss or injury to vehicles or persons participating in car pooling of parking in the designated areas. Use of the scheme is voluntary and completely at your own risk.

Nelson City Council is not responsible for carpool arrangements you make with other participants, and does not provide transportation if your carpool is, for example, late, missing or left early.

## **PRIVACY STATEMENT**

Personal contact information is collected only for the purpose of enabling linking between people who wish to carpool. Nelson City Council will collect and keep the information secure. It will not use the information supplied for any purpose other than the carpooling initiative.

The information provided on this form will be used by Council to ensure that accounts, correspondence and other notices are sent to the correct address. Under the Privacy Act 2020, you have the right of access to your personal information held by the Nelson City Council and you are entitled to request that your personal information be correct.

You can access and correct person information online, or contact the Council on [carpool@ncc.govt.nz](mailto:carpool@ncc.govt.nz) or phone 03 546 0200.

## **PLEASE RETURN THE COMPLETED FORM**

By post:           Attention: Car Pooling Registration  
                      Nelson City Council  
                      PO Box 645  
                      Nelson 7040

By email:         [carpool@ncc.govt.nz](mailto:carpool@ncc.govt.nz)

In person:       Civic House  
                      110 Trafalgar Street  
                      Nelson

You can also complete the form on line via Nelson City Council website following this link:  
<http://nelson.govt.nz/services/transport/carpool-2/carpool-free-parking/>

**Any queries please phone customer service 03 546 0200**