

# RESIDENTIAL ZONE GUEST PERMITS



## Guidance Notes and Terms & Conditions

Please read these guidance notes carefully before you apply for guest permits. These notes are intended to provide additional information, minimise queries and reduce possible delays in processing applications. Full details of guest permit eligibility and allowances are available online at: [www.harrogate.gov.uk](http://www.harrogate.gov.uk).

### A Explanation of scheme

Guest permits are available to residents, guesthouses and hotels located within certain residential zones. Not all properties/zones are eligible. Harrogate Borough Council administers this scheme on behalf of North Yorkshire County Council who is the Highway Authority. As such Harrogate Borough Council cannot increase/amend guest permit entitlement.

### B How to apply

Please contact the Parking Services at Harrogate Borough Council via email at [parkingservices@harrogate.gov.uk](mailto:parkingservices@harrogate.gov.uk)

- **Online** – you apply online at [www.Harrogate.gov.uk](http://www.Harrogate.gov.uk).
- **In person** - at the Civic Centre, St Lukes Avenue, Harrogate.

### C Cost

- Hotels or guest houses with more than 60 guest rooms are expected to provide their own parking for guests.
- Scratch card guest permits are sold in books of 25 costing £5 (20 pence per scratchcard).

A 50% reduction in the cost is available for residents if proof is provided that:

- You are aged 60 years or over.
- You are registered disabled or in receipt of Income Support or Job Seekers Allowance

### D Terms and Conditions

- Follow the instructions on the guest permit. Scratch off the date, month and year and write the vehicle registration number in the box provided on the front of the permit.
- The permit is valid until 12 noon the day after the date that the permit has been validated for.
- A guest permit is only valid in the parking zone shown on the front of the permit.
- A guest permit does not guarantee a parking space.
- A guest permit cannot be sold on and all users of a guest permit must be a bona fide visitor to a residential property or hotel/bed & breakfast establishment.
- Please do not over order permits since no refunds or replacements will be given.