



**Longford County Council**  
**Traffic Section**  
**Market Square**  
**Longford**  
**043-3331563**

## **VISITORS PARKING PERMIT FORM**

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone No. \_\_\_\_\_ Mobile No. \_\_\_\_\_

Designated Street/Car Park: \_\_\_\_\_

Vehicle Registration No: \_\_\_\_\_ Make/Model: \_\_\_\_\_

Amount Paid: \_\_\_\_\_

**SIGNED:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

### **STATUTORY DECLARATION BY APPLICANT**

I, \_\_\_\_\_ hereby declare that the particulars given in this application form are correct and true in every detail to the best of my knowledge and I make this solemn declaration conscientiously believing the same to be true by virtue of the Statutory Declarations Act, 1938.

**For Official Use: - New Permit Number** \_\_\_\_\_ **Issued on** \_\_/\_\_/20\_\_

**When submitting the application form please ensure that you have submitted the relevant documentation as detailed below:**

- A copy of a current utility bill/ tenancy agreement as proof of residency, showing your name and address.
- €10.00 per week (minimum cover 6 days).

A **“Resident”** means whose normal residence is at premises situated in a street containing a Pay & Display area.

A **“Visitor”** means one who visits, or makes a stay with the resident.

- The authority will endeavour to facilitate the **“Visitor”** to provide a permit for the closest street/car park to the resident.
- The display of a valid Visitor’s parking permit is the responsibility of the applicant/driver and must be displayed on the front dashboard and clearly visible from the outside of the vehicle.
- A Visitor’s Parking Permit is valid for one week (minimum) from the date specified and use is restricted to parking bays on the street/car parks indicated on the permit.
- Visitor Parking Permits are non-refundable and in the event of loss/damaged or replacement of visitor’s permit please note that re-issue of this permit incurs an administration fee of €5.00

**Please forward Application Form to Longford County Council, Traffic Section, Market Square, Longford.**

*We collect and process this information to manage and administer the relationship between you and us. The processing is necessary for the performance of a contract to which you are a party or to take steps at the request of you, prior to entering into a contract with us.*

*For further information on how Longford County Council process personal data, please see our [Privacy Policy](#) on our website [www.longfordcoco.ie](http://www.longfordcoco.ie) under [Data Protection](#)*

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