**Logo, company name

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**ADVICE TO APPLICANTS**

**ADVISORY DISABLED PARKING BAYS**

**What are they?**

Disabled people may be eligible for a parking bay marked on the street outside their homes. In deciding on each case, the Council has to balance accessibility, safety and the right of everyone to use the highway. The parking bay will help disabled people to get to their house more easily.

**Is the bay only for me?**

No, parking bays for the disabled are advisory only and no action can be taken by the Council or the Police against other users whether they are displaying a blue badge or not. This is because the bays are not being created by a Traffic Regulation Order. Even if they were, they would be available for any disabled badge holder.

**Do I qualify?**

* To qualify for a parking bay, you must meet the following criteria:-
* You must own a car (or someone who lives with you must have one). The vehicle must be registered at the address of the applicant
* You must qualify for and hold a “Blue Badge”
* You must qualify for PIP and score 8 or more on the ‘moving around’ indicator in the award or the higher rate mobility part of the Disability Living Allowance or if a new applicant aged over 65 years, you must supply a letter of support from your GP.
* There must be no adequate off-street parking at your house or available to you in the immediate vicinity.
* Advisory parking bays will not be considered in disc zones or where double or single yellow lines are outside the property.

**How do I apply?**

You need to apply in writing by completing the below application form and provide evidence of car ownership, evidence that you hold a “Blue Badge” and in addition evidence that you receive PIP and score 8 or more on the ‘moving around’ indicator in the award or the higher rate disability living allowance or a letter of support from your GP.

When we receive the application form, we will inspect the site and determine if it is safe and practical to provide a parking bay.

We will write to you to inform you if the application has been successful and if so when the parking bay will be marked out. If you are unsuccessful and disagree with the decision and wish to appeal, please put your appeal in writing to Highways Hotline, Customer Service Centre, PO Box 462, Carlisle, CA1 9LD.

Please Note: The number of parking bays that can be provided in any year will be limited by the funding available.

**Where do I get an application form?**

You can get an application form by contacting the Councils Highways Hotline by calling **0300 373 3736** or via the Councils website.

Complete and return the form with a copy of the vehicle registration document (if the applicant is not the vehicle owner), and evidence that you are a Blue badge holder in receipt of the higher rate mobility component of The Disability Living Allowance (or with letter of support from your GP if you are over 65) by logging an enquiry via the Councils hotline.

**Removal of Disabled Parking Bays**

If the disabled parking bay is no longer needed, you should inform Highways and Transportation Local Offices, who will arrange for the removal of the road markings. This is important, as the presence of unused/unnecessary disabled parking bays will lead to the loss of respect for the scheme amongst the motoring public who may ignore disabled parking bays which are needed.

**Logo, company name

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**ADVISORY DISABLED PARKING BAYS**

I want to apply for an Advisory Disabled Parking Bay to be marked on the road outside my house.

|  |  |
| --- | --- |
| **Surname** |  |
| **First Name** |  |
| **House/Flat number** |  |
| **Road** |  |
| **Town** |  |
| **Postcode** |  |
| **Daytime telephone number**  (if none put none) |  |
| **e-mail address**  (if you would like us to contact you this way) |  |

**Please tick the boxes below if they apply to you:-**

|  |  |
| --- | --- |
|  | I own a car |
|  | The car I use is owned by someone who lives at my address who provides transport for me. |
|  | I have no adequate off-street parking available. |
|  | I am a Blue Badge Holder |
|  | I qualify for PIP and score 8 or more on the ‘moving around’ indicator in the award or the the higher rate mobility component of Disability Living Allowance |
|  | I have other special medical needs. Please give details below |

Other Special Medical needs:

I have enclosed a copy of the vehicle registration document (showing the vehicle registered at my address) and evidence that I am a Blue Badge Holder in receipt of the higher rate mobility component of the Disability Living Allowance (or letter of support from my GP if over 65).

Signed :

Date :