

# APPLICATION FOR CAR PARKING - 1 April 2019 to 31 March 2020

## UNISON Member Scheme

(IT IS YOUR RESPONSIBILITY TO RENEW EVERY MARCH)

Please read the notes on the reverse of this application, together with the FAQ's

I wish to apply for a car park pass for the following car park:

	Broadgate (Including: Chaplin St and Langworthgate)
	The Lawn
	Lucy Tower (Including : Broadgate, Chaplin St and Langworthgate)

I wish to apply for the following days (Saturday and Sunday are included FREE):

	Monday		Tuesday		Wednesday		Thursday		Friday
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NAME:  MEMBERSHIP No:

HOME ADDRESS:

EMAIL:  CONTACT No:

EMPLOYER:  DEPARTMENT:

CAR REGISTRATION: 1.  2.   
(Maximum of 3 permitted) 3.

### OPTION 1: PAYMENT BY CHEQUE FOR FULL ANNUAL COST (Payable to: City of Lincoln Council)

I enclose a cheque for £  which covers payment from 1<sup>st</sup>  to 31<sup>st</sup> March

### OPTION 2: PAYMENT BY INSTALLMENTS (LINCOLNSHIRE COUNTY COUNCIL AND SERCO EMPLOYEES ONLY)

I agree to pay my annual subscription of £  [enter total] by monthly instalments. I agree to make 1 payment of

£  followed by  [Number of deductions] payments of £  [monthly amt]

to commence on  [pay date] Payroll Number

SIGNED:

DATE:

Should I wish to leave the service before my loan has been recovered, I agree to return my car parking permit to Alison Wood, Car Park Services, Lincoln City Council, City Hall, Orchard Street, LINCOLN on the last day of the month in which I leave, together with a cancellation fee of £15.00. I will also inform the UNISON Branch Office on 01522 554910.

**PLEASE NOTE: No permit will be cancelled and will remain valid and chargeable, until the permit has been received in the car park services office along with the cancellation fee.**



Please return your ORIGINAL SIGNED form to:  
UNISON, Lincolnshire County, 34 Orchard Street, LINCOLN, LN1 1XX



**IMPORTANT Please read before completing your form:**

- We require an original signed copy of your form, sorry no photocopies or scans.
- When completing option 2 – payment by instalments, please check that you have the correct costings. If you are starting part way through the year, please remember to adjust the cost accordingly. For example – starting in June would mean you would pay 10 monthly instalments and not 12 and the total yearly cost will be for 10 months and not 12. (All monthly costing should be on the table sent to you).
- Payment for April car parking will be deducted from your April salary.
- To avoid disappointment, please give at least 10 working days before you require your pass to commence.
- The Lawn is available as a separate booking due to limited spaces whilst construction work is underway.
- This is a one year scheme only. We endeavour to contact you via email with respect to re-application, however, it is your responsibility to reapply for the scheme every March. Details will also be published on our website at <http://www.lincolnshireunison.org/> and clicking on member benefits.
- Due to construction of the new bus station; Tentercroft Street car park is no longer included with parking at Lucy Tower.

**Contact information:**

- For further information contact Dorinda Hudson at UNISON on 01522 554910 or email [info@lincunison.org.uk](mailto:info@lincunison.org.uk)