



Comhairle Cathrach
& Contae Luimnigh
Limerick City
& County Council

Merchant's Quay
Dooradoyle
Áras William Smith O'Brien, Newcastle West
Áras Mainchin Seoighe, Kilmallock
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Residential Parking Permits are issued pursuant to the Bye-Laws of Limerick City and County Council.

APPLICATION FORM FOR A RESIDENTIAL PARKING PERMIT

Application Type:

First Time Applicant	<input type="checkbox"/>	Change of Address	<input type="checkbox"/>
Renewal Applicant	<input type="checkbox"/>	Change of Vehicle	<input type="checkbox"/>

Applicant Details:

Full Name	
Address	
Eircode	
Telephone Number	
Email Address	
Vehicle Registration Number	
Vehicle Make and Model	
Residence Type:	Owner/Occupier <input type="checkbox"/> Rental Tenant <input type="checkbox"/>
Is this property divided into two or more units?	Yes <input type="checkbox"/> No <input type="checkbox"/>
If "Yes" above, please state your Apartment Number.	

<p>SCHEDULE OF CHARGES</p> <p>Limerick City Area* €6.35 College Court, Castletroy €10 Abbeyfeale Newcastle West Kilmallock €25</p>	<p>* Please confirm the street on which you live <u>and</u> <u>nominate</u> an adjoining street, subject to approval</p> <p>My street: _____</p> <p>Adjoining street: _____</p>
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✓ Payment will only be accepted once required paperwork has been verified .

✓ A Checklist of Documentation Requirements are noted overleaf.

I _____ (INSERT NAME) of the above address confirm and solemnly declare that the information provided on this application form is correct and true. I further declare that the above address is my principal place of residence and I am currently residing at this address.

Signed: _____ Date: _____

Applicants are required to produce the documents listed below:

Document Checklist	First-time applicant	Renewal	Change of Vehicle	Change of Address
Completed Application Form	Required	Required	Required	Required
Fee (will be requested on approval of paperwork)	Required	Required	Required	Required
Current full Certificate of Insurance [not schedule/statement of fact or insurance disc] Must match applicant's name and residential address for which they are applying	Required	Required	Required	Required
Vehicle Licensing Certificate Must match applicant's name and residential address for which they are applying	Required	N/A	Required	Required
Lease/Tenancy Agreement OR Proof of Property Ownership <u>Acceptable proof of ownership:</u> <ul style="list-style-type: none"> • Proof of up-to-date LPT payment showing applicant's name and address • Copy of Folio from Land Registry • Letter from Solicitor (if recently purchased) 	Required	N/A	N/A	Required
Proof of Address – Proof of residency (dated within last 3 months), showing applicant name & address (including apartment number, if applicable) <u>Acceptable:</u> Utility bills or Bank Statements <ul style="list-style-type: none"> • Gas, Home Telephone, Electricity or TV/Broadband Bill, Phone Watch bill or current TV Licence. • Bank, Credit Card or Credit Union Statement Note: Mobile phone bills not accepted	Required	Required	Required	Required

NOTE 1: If you drive a company car, you must supply:

- A copy of the Vehicle Licensing Certificate,
- A copy of the Company Insurance Certificate, and
- A letter from the company stating that you are employed by them, with your address and vehicle registration number stated and that you have full-time use of the company vehicle.

NOTE 2: Payment of fee does not guarantee that Limerick City and County Council will issue you with a Parking Permit. If your application is not approved: your fee will be refunded to you.

NOTE 3: You are no longer required to display a permit on your windscreen. Traffic Wardens can now confirm you have a valid permit from your car registration.

Parking Discs/e-Parking should be used until a Residential Parking Permit is issued, as displaying the Parking Permit receipt will not be accepted.

NOTE 3: Applicants should be aware that residents of certain residential developments DO NOT qualify for Residential Parking Permits, as parking for these developments has been provided for under the Grant of Planning Permission. The list of these can be found on the below website.

NOTE 4: For more information relating to Limerick City and County Council's Bye-Laws, Non-Qualifying Residential Developments, Residential Parking Permits Privacy Statement and Data Protection policies, please refer to: <https://www.limerick.ie/council/services/roads-and-travel/traffic-and-parking/residential-parking-permits>