

**SOLIHULL METROPOLITAN BOROUGH COUNCIL**

The Metropolitan Borough of Solihull (Poplar Road and Station Road, Solihull)  
(Prohibition of Driving Except for Buses, Taxis, Loading and Permit Holders) Order 2001.

**APPLICATION FOR EXEMPTION PERMIT**  
**Orange in colour and valid from:**  
**Commences 1/4/2015 to Expiry 31/3/2016**

Read this form carefully to ensure **all** sections below are completed (**hand written only**) to avoid delay of potential issue of permit disc or the return of incomplete application form to your business.

**GENERAL DETAILS (Please complete in BLOCK CAPITALS):-**

Name of Business:- .....

Name of Permit Applicant/ User:-  
(Please note that Permits will **not** be issued to vehicles driven by non-business staff (ie: friend/ partner of applicant) for the purpose of dropping off or collecting staff to or from their place of work within the zone).  
.....

Name of Driver who will be driving the vehicle through the pedestrian zone to and from the business:-  
.....

Status of Permit Applicant (eg: Store Manager/ Key holder):-  
.....

Business Address in Full (inc. postcode):-  
.....

Contact Telephone Number:- .....

Email address:- .....

**VEHICLE DETAILS (IMPORTANT - print clearly in BLOCK CAPITALS):-**

Registration Number of Vehicle:- .....

Make, Model and colour of Vehicle:- .....

Is the Vehicle liveried with company insignia/ signage:- .....

Name of vehicle reg'd keeper (Must be an **employee** of the business) One name only as per DVLA record of the vehicle:  
.....

Does the vehicle display a blue disabled badge when parked upon restrictions?.....Yes / No.....

**1) Manager- describe the essential business requirement of this Permit application:-**  
.....

**2) Manager- confirm the number of private off-street parking spaces available to your staff at your business premises:-**  
.....

**3) Manager- please sign/ confirm that this applicant's expired permit disc will be surrendered upon collection of their new permit from the office or state if the driver is a new applicant? Expired and returnable discs will be turquoise, orange, red, yellow, or green in colour from previous years and must be returned to the issuing office below prior to issue of a new disc (Turquoise discs expire 31/3/13):-**

Yes previous permit will be surrendered upon collection of new permit (New application? State that this is a new application).....

**4) Manager and Applicant – please confirm and sign:**

I confirm that I understand that the permit disc must not be transferred to another vehicle and that if there is a change of vehicle, the permit disc must be returned to the issuing office prior to a new permit being applied for.

Manager.....

Permit Applicant.....

**DECLARATION:-**

I sign this application form knowing that I may be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true, and that I will comply with the conditions and guidelines of issue for the permit hereby applied for. Should this application be successful, it should be noted that permits are **NOT transferable to any other vehicle** and should there be any change of circumstances, e.g., change of vehicle, the permit must be surrendered and a new permit obtained from the Order making authority.

I accept that the permit does not authorise parking or waiting upon restrictions or exemption from enforceable Traffic Regulation Orders (eg: red routes or double yellow lines) and does not authorise access through the pedestrian zone resulting in the parking of the vehicle upon private land where the land lord or tenant's permission has not been obtained and that if the vehicle contravenes such public highway restrictions or permissions or the permit is misused in any way, that it will be recalled/ revoked by the issuing Authority upon which I accept that West Midlands Police may be notified and updated of any cancellations or invalidated permit discs as well as those vehicle that are authorised and exempt.

**5) Signed by Permit Applicant - I confirm I am the *driver* of the vehicle for which permit is applied :-**

.....**Dated:**.....

**6) Signed by Business Manager (Manager – please check that all details above are correct) :-**

.....**Dated:**.....

Please print this completed form on **double sided** paper, complete **all** sections to avoid delay of issue and sign and date the form and return to :-

**David Stolz**

**Neighbourhood Services  
Solihull Metropolitan Borough Council  
4<sup>th</sup> Floor, The Council House  
Manor Square  
Solihull  
West Midlands  
B91 3QB**