



FOR OFFICE USE ONLY: -

Permit No.

**Application for Parking Permit at
Hendrefoelan Student Village**

Student Number: _____

Title: (Mr/Ms/Miss/Mrs etc.,) _____

First Name: _____

Surname: _____

House / Flat Number: _____ Room Number: _____

Vehicle Registration No:	Make/Model of Vehicle:	Colour of Vehicle

I hereby apply for a permit to park at Hendrefoelan Student Village, and agree to be bound by the Regulations of the University, and Conditions of Issue stated below.

Please Note:

- No parking restrictions will apply until after 24th September.
- Parking permits are limited and the issuing of a parking permit does not guarantee parking.
- Parking is at your own risk and the spaces provided are for convenience, Swansea University assumes no liability for loss or damage to parked vehicles.
- Completed application forms should be returned to the Hendrefoelan Reception (HSV40) You can email the form to hsv-reception@swansea.ac.uk

Please Sign: _____ Date: _____

Hendrefoelan Student Village Parking Permits - Conditions of Issue

1. Parking permits will be valid immediately they are issued. The parking permit operates in conjunction with the length of residential contract. Residents will only be issued with one parking permit.
2. All permits are issued subject to the applicant agreeing to comply with the car parking regulations of the University and may be withdrawn by the Pro-Vice-Chancellor (Administration) in certain circumstances.
3. Permits should be prominently displayed on the windscreen at ALL times.
4. **Possession of a permit does not guarantee a parking space.**
5. Users parking at the Student Village are required to comply with the directions of the Residence Manager and her staff, who have strict instructions to prohibit entry of any car without a parking permit, even if the driver is known to be an authorised user.
6. Road signs and markings shall have the meaning assigned to them by virtue of the Road Traffic Acts and must be complied with.
7. Any unauthorised vehicle parked on University property, or any authorised vehicle parked in an unauthorised place, shall have a warning placed on it, or will be clamped, or removed by authorised staff of the University until the fixed penalty is paid.
8. Unauthorised areas are
 - a. Double yellow lines
 - b. Hatched areas
 - c. No parking zones
 - d. Disabled bays (not displaying a valid badge)
 - e. Pavements
 - f. Any other area which is likely to cause a danger or nuisance to others
9. Owners of vehicles which are wheel-clamped will be liable to pay a charge to have the clamp released, the amount of which shall be at the Pro-Vice-Chancellor's (Administration) discretion and may be increased for repeated offences. Currently the charge for a first offence is £25.00. Vehicles left clamped for more than 24 hours will incur an additional charge of £10 per day or part thereof until the removal fee is paid. Repeated offences may be referred to the Pro-Vice-Chancellor (Administration).
10. The University of Swansea, its servants and agents, accept no liability for the loss of or damage to motor vehicles and/or their contents, or for personal injury, loss or damage sustained by the driver and/or passengers in or about any such vehicles within University grounds, unless it is proved to be caused by the negligence, wilful act or default of the University, its servants or agents.
11. Any change of vehicle will require the old permit to be returned to the Hendrefoelan Reception and a replacement permit will be issued.

NOTE: Car Parking Permits are limited and are issued only to applicants who accept these conditions and we have the right to cancel or reject this permit at any time.