



# Verge parking prohibition authority application

## Applicant Details

- Tick this box if this is an update of details for a verge parking authority that is currently in place.

**THIS DEED OF AUTHORITY** is made the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

And is between THE CITY OF BAYSWATER of 61 Broun Avenue, Morley 6062 (herein called "the Council") AND\*:

Name: \_\_\_\_\_

Strata and /or Representative Name and Address:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Preferred Contact No: \_\_\_\_\_

Email: \_\_\_\_\_

The parties hereto desire to have the Verge Parking Prohibition Authority enforced at:

Street Number \_\_\_\_\_ Street Name \_\_\_\_\_

Suburb \_\_\_\_\_

Name of Building or Complex (where applicable)  
\_\_\_\_\_

*\* If the property is subject to a strata authority, or multiple properties this deed must be authorised by the strata management or all of the property owners.*

## Applicants Nominated Contact Persons:

1) Name: \_\_\_\_\_ Preferred Contact No: \_\_\_\_\_

Email: \_\_\_\_\_ Signature: \_\_\_\_\_

2) Name: \_\_\_\_\_ Preferred Contact No: \_\_\_\_\_

Email: \_\_\_\_\_ Signature: \_\_\_\_\_

3) Name: \_\_\_\_\_ Preferred Contact No: \_\_\_\_\_

Email: \_\_\_\_\_ Signature: \_\_\_\_\_

NUMBER OF SIGNS REQUIRED \_\_\_\_\_ ( \$220.00 per sign - inclusive of installation and GST)

**SKETCH PLAN OF AREA**

The owner/lessee/occupier/owner’s agent will supply a sketch plan (A4 size) indicating in detail the location of the area, detailing the number of bays affected and the proposed position of the “Authorised Parking Only” sign/s.

**PLEASE CONFIRM:** *(please tick as appropriate)*

If you would like **visitors/friends/family only** to be able to park on your verge area

If you would prefer that **no vehicles** are able to park on your verge area

The City of Bayswater Rangers and Security provides a 24 hour/ 7 day a week service.

As a result of this there may be times when contact is required with the authority signatory either after hours or on a weekend. If the property runs as a business, please provide an after hours/ weekend contact person and number so that we can ensure that the authority is attended to without issue.

**AFTER HOURS CONTACT DETAILS FOR BUSINESS ONLY PLEASE AS BELOW:**

Name: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Please return your completed application to the City of Bayswater either in person to 61 Broun Avenue, Morley, WA 6062, by post to PO Box 467, Morley, WA 6943 or via email to mail@bayswater.wa.gov.au

**CITY OF BAYSWATER OFFICE USE ONLY:**

Authorised By: \_\_\_\_\_ Date: \_\_\_\_\_

**DIRECTOR COMMUNITY AND DEVELOPMENT**

## **VERGE PARKING - PROHIBITION AUTHORITY APPLICATION GUIDANCE**

The City of Bayswater Rangers and Security will assist private property owners to protect their verge provided a "Verge Parking Prohibition Authority" is entered into.

The Authority clearly outlines what is required by Rangers and Security, and I ask that you take particular note of the following:-

1. The owner of the property will be the only person entitled to request the services of a Ranger unless a contact Person or persons are nominated in the application. Where companies or Government Departments are concerned, it may be better to nominate two or more contact persons.
2. Any changes in the contact person must be notified to the Rangers and Security in writing. Until such notification has been received, Rangers will not respond to requests for Parking Enforcement from the new contact person.
3. The sign to be displayed on the property is to indicate that the area is designated 'Verge Parking Prohibited'. The penalty will be imposed under the City of Bayswater Parking and Parking Facilities Local Law, and is at Councils discretion.
4. The cost of signage payable to the City of Bayswater is \$220.00 per sign (This includes installation and GST).
5. Cancellation of Infringement Notices will only occur if the outlined procedure is adhered to.
6. It is important that property owners check that vehicles parked on the verge have not been given permission to do so before calling a Ranger to attend.
7. If a vehicle is parked without permission you are NOT able to block them in or prevent them from leaving.

### **DISPLAY OF SIGN**

The owner/lessee/occupier/owner's agent will, for the duration of this authority, display and maintain the installed sign.

Placement of the sign is to be approved by the City of Bayswater Rangers and Security prior to being erected and all costs relating thereto are to be borne by the owner/lessee/occupier/owner's agent. A plan/diagram for proposed placement of the sign is to be enclosed with the Prohibition application.

*EXAMPLE OF SIGN (GREEN & GOLD IN COLOUR ON A YELLOW POLE)*



## **ISSUING INFRINGEMENT NOTICES**

The City of Bayswater Rangers and Security will only issue notices to vehicles on the verge upon the request of the party hereto. On receipt of said request, an officer will attend as soon as possible. The person who made the request may also meet the Ranger on site and indicate the offending vehicle/s.

## **CANCELLATION OF INFRINGEMENT NOTICES**

Should the owner/lessee/occupier/owner's agent request an Infringement Notice to be withdrawn:

1. They must request the council in writing to withdraw the notice.
2. The notice or notice number must be enclosed with correspondence.
3. Any request to withdraw a Notice must comply with the above and be received by council within seven (7) days of the issuing date of the notice.

## **WITNESS AT LOCAL COURT**

Should the issue of any infringement notice result in court action by the council for recovery of the Modified Penalty, the person who initially requested action by Rangers and Security will agree to appear in said Court as witness for the prosecution.

## **TERMINATION OF AUTHORITY**

This authority may be terminated by either party giving **TWENTY ONE** (21) days written notice. The authority shall be deemed terminated at the expiration of **TWENTY ONE** days from receipt of such notice.