



Private Property - Parking Prohibition Authority Application Form



Applicant Details

☐ - Tick this box if this is an update of details for a parking prohibition 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:

Address:

Preferred Contact No:

Email:

Strata Name & Representative Details:

Preferred Contact No:

Email :

* 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: _____

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

STREET _____ STREET NO. _____ SUBURB _____

Name of Building or Complex (where applicable)

NUMBER OF SIGNS: (TO BE DETERMINED BY SENIOR RANGER)

(\$220 per standard for sign & installation - costs inclusive of 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.

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



PRIVATE PROPERTY PARKING - PROHIBITION AUTHORITY APPLICATION GUIDANCE

The City of Bayswater Rangers and Security will assist with the enforcement of parking on private land, providing a "Private Property Parking Prohibition Authority" is entered into.

Please note the following:

1. The owner of the property or an authorised representative will be the only person able to request the services of an officer.
2. Where companies or Government Departments are concerned, it is advisable to nominate two or more contact persons. The contact person(s) take responsibility for the nominated parking area on the private property.
3. Any changes to the contact person(s) must be advised in writing to the Rangers and Security. Until such notification has been received and acknowledged, officers will not respond to requests for Parking Enforcement from unauthorised persons.
4. The sign to be displayed on the property is to indicate that the area is designated 'Authorised Parking Only'. The penalty will be imposed under the City of Bayswater Parking and Parking Facilities Local Law.
5. The signage size will determine the cost. An invoice will be issued and payment due prior to the installation of signage.
6. It is important that property owners check that vehicles are authorised to park within the complex prior to contacting Ranger and Security Services to attend.
7. This Authority does not apply to any privately owned/operated car parks when parking fees are payable.

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 Ranger 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 parked within the prohibited area upon request of an authorised person, at which time an action request will be created for an officer to attend.

CANCELLATION OF INFRINGEMENT NOTICES

Should an issued Infringement Notice need to be withdrawn, a Parking Appeal Form is to be completed and returned to the City within 28 days from the issue date.

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, with written notice forwarded as confirmation that the authority no longer exists.

