



Staff Application for Access Parking Permit - 2009

This application along with a medical certificate is to be lodged with Human Resources, see contact details at the bottom of the page.

In accordance with University By-Laws, University Council may allow the issue of permits to park vehicles on specific parts of University land. The General Conditions on the reverse of this form provide an overview of the access parking permit regulations on campus. For specific details of parking regulations, offences and penalties, please refer to the:

- University By-Laws (<http://www.utas.edu.au/universitycouncil/legislation/bylaws/bylaws.html>); and the
- Asset Management Services (AMS) website (<http://www.utas.edu.au/ams>).

Please indicate the expected duration of your mobility disability:		
<input type="checkbox"/>	Permanent	
<input type="checkbox"/>	Temporary	Duration of incapacity

Applicant Details	Name	
	School/Section	
	Box No.	
	Staff No.	
	Contact No.	
	Campus Location	

Car Details	Make (eg Ford)	
	Model (eg Falcon)	
	Colour	
	Registration No.	

Alternative Car Details	Make (eg Ford)	
	Model (eg Falcon)	
	Colour	
	Registration No.	

Declaration	I agree to abide by the parking regulations contained within the University By-Laws. I have read and agree to abide by the General Conditions for Parking detailed overleaf.		
	Signed		Date

To be completed by HR Advisor ONLY	I recommend the issue of an Access Parking Permit to the above applicant.	
	Name	
	Signed	

Temporary Permit to be valid:	From: / / To: / / .
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Office Use Only:	2009 Permit No:		Date Issued:	
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GENERAL CONDITIONS FOR ACCESS PARKING PERMITS

The following information is provided for guidance only. For specific details of parking regulations, offences and penalties, please refer to the:

- University By-Laws (<http://www.utas.edu.au/universitycouncil/legislation/bylaws/bylaws.html>); and the
- Asset Management Services (AMS) website (<http://www.utas.edu.au/ams>).

Access Permit eligibility:

Staff with a temporary or permanent disability who are:

- unable to walk, or
- are only able to walk short distances (approximately 100 metres) without the assistance of another person or the use of a complex walking aid (such as a wheelchair) are eligible to apply for an access Parking Permit. Permits will only be issued for the period of incapacity.

Two-tier Access Parking

The University provides two types of access parking bays:

- Access Car Parks that comply with the relevant Australian Standards are identified by a sign displaying a wheelchair symbol on a blue background.
- Standard size car parks that are suitable for persons who require parking in close proximity to buildings but who do not use complex walking aids such as wheelchairs, are identified by a sign stating "Access Parking. University Disability Access Permit Required."

Access parking permit holders who use a wheelchair or other complex walking aid should only use compliant Access Parking Bays marked with the wheelchair symbol.

General Conditions

- The holder of an Access Permit is entitled to park in access parking areas marked by appropriate signage.
- The holder of an Transport Access Scheme Permits issued by the Transport Division of the Department of Infrastructure, Energy and Resources may park in compliant Access car parks which are identified by a sign displaying a wheelchair symbol on a blue background.
- There is no charge for Access Parking Permits.
- The validity of the Access Parking permit is from the first day of first semester in February for a period of 12 months.
- Staff Access Parking Permit applications and a valid medical certification are to be lodged with Human Resources.
- An Access Parking permit will be issued by Asset Management following approval of the permit application. The permit should be placed on the bottom left side of the front windscreen, on a clear untinted area.
- The permit must be removed from the car if you cease to own it, or if you cease to meet the permit conditions, and should be returned to Asset Management Services immediately thereafter.
- Old permits are to be removed before placement of the new permit.
- An Access Parking permit does not guarantee parking in any particular space or at any particular time.
- The Access Parking permits are transferable between campuses when staff are undertaking work at that campus.
- A permit may be used for more than one vehicle but must be clearly displayed on the passenger side windscreen of the car in use. The additional registration details should be provided on the reverse of this form.
- Vehicles displaying Access Parking permits may not park in areas reserved for specific vehicles (eg loading zones), staff permit parking areas or in voucher controlled areas unless authorised to do so.
- Any appeal against an infringement notice must be in writing to the Parking Office in either Hobart or Launceston. Appeals must be lodged within FIVE days of the infringement issue date.
- Infringement notices will not be withdrawn if issued in accordance with the University By-Laws and these General Conditions.
- The following examples are not valid reasons for withdrawal of a parking infringement notice:
 - Non-display of a permit
 - Parking in a voucher zone without display of a valid voucher or with an expired voucher
 - Parking in a disability parking space without a University Access Permit
 - Parking causing an obstruction or in an area not marked or indicated for the parking of vehicles such as lawns, footpaths or gardens.