

Parking permits – conditions of use

Kirkstall Brewery/Sugarwell Court/Woodhouse Flats

The term "permit" is used to mean the disc which is issued from the Administration office.

A NON REFUNDABLE ANNUAL CHARGE OF £250 WILL BE MADE FOR THE PERMIT

1. The issued permit refers exclusively to the named vehicle, resident, flat, room number and reference no.
2. At the point at which the permit is issued, the applicant must produce relevant vehicle registration documentation.
3. Permits are not transferable under any circumstances.
4. Permits are valid for the residential contractual period only.
5. Permit holders should display their permits at all times in the front windscreen of the car.
6. Permit holders are required to park in a designated bay only and must not park in any non-designated areas e.g. turning circle, bus stops, roadways, yellow lined areas etc. - or within the vicinity of Kirkstall Brewery/Sugarwell Court/Woodhouse Flats.
7. Any changes of details should be notified to the Administration Office immediately with appropriate documentation e.g. change of vehicle, change of room.
8. Defaced permits may be withdrawn.
9. Permit holders shall not admit any other vehicle with their vehicle access card.
10. Applying for and use of permits for occasional users e.g. relatives, friends is not allowed.
11. Permit is valid for the site you are contracted to only. If your vehicle is not on site for a period of four consecutive weeks, the permit becomes invalid.
12. Site speed limits and driving regulations must be adhered to at all times. Reckless or dangerous driving will result in the immediate withdrawal of the permit.
13. No refund will be made if you leave your accommodation before the end of the Tenancy.

Cancellation of permits

Should any of the conditions of use above be breached then the permit may be confiscated and the owner asked to remove their vehicle within 24 hours.

Please note that no refund will be made in the event of cancellation of the permit by the University.

