

## MEMBER OF THE PUBLIC SEASON TICKET APPLICATION FORM

This form should be completed by members of the public who wish to apply for a season ticket to park in the following Barnsley Town Centre parking areas:

**Commuter Zone car parks:** Berneslai Close/Burleigh Street East/Burleigh Street West/Churchfields/Courthouse Lower (SEAM Commuter white bays)/ Courthouse Upper (SEAM Commuter Car park)/Mark Street/Pitt Street

Please print this form, complete fully and email to [carparks@barnsley.gov.uk](mailto:carparks@barnsley.gov.uk). For help completing this form please contact (01226) 787787.

| ABOUT YOU   |          |  |                     |  |
|---|----------|--|---------------------|--|
| Name  |          |  |                     |  |
| Home Address  |          |  |                     |  |
| Email Address   |          |  |                     |  |
| Daytime Telephone Number                                      |          |  |                     |  |
| Existing Season Ticket No. (where applicable)                 |          |  |                     |  |
| APPLICATION DETAILS (PLACE AN 'X' IN THE APPROPRIATE BOX)     |          |  |                     |  |
| Vehicle No. 1   | Make     |  | Registration Number |  |
|   | Model    |  |                     |  |
| Vehicle No. 2   | Make     |  | Registration Number |  |
|   | Model    |  |                     |  |
| PLEASE COMPLETE BELOW FOR NEW SEASON TICKET APPLICATIONS ONLY |          |  |                     |  |
| One Year  | £1000.00 |  |                     |  |
| Three months  | £300.00  |  |                     |  |
| One Month   | £105.00  |  |                     |  |
| One Week  | £ 30.00  |  |                     |  |
| INFORMATION YOU NEED TO KNOW                                  |          |  |                     |  |

Upon receipt of this form you will be contacted by telephone and asked to make payment in full by debit or credit card.

**For new season tickets:**

Please allow three working days from the date your payment is taken for the season ticket to be available for collection at the Town Hall reception, Church Street, Barnsley S70 2TA. When collecting your new season ticket, you must show photographic identification. You can collect your season ticket between 9am and 4pm Monday to Friday.

**For new season tickets – due to change in vehicle details or loss:**

A £10.00 administration charge will be applied before a new season ticket can be issued.

Your new season ticket will be available at the Town Hall reception three working days from the date your payment is taken. You can collect your season ticket between 9am and 4pm Monday to Friday. When collecting your new season ticket, you must show photographic identification and hand in your existing (unless lost) before your new ticket will be issued.

Please continue to display your existing season ticket (unless lost) until you have your new one.

If your ticket is lost, please contact Parking Services on (01226) 772168 or email [parkingoperations@barnsley.gov.uk](mailto:parkingoperations@barnsley.gov.uk) to advise that your season ticket has been lost and that you have requested a new one.

**For cancelled season tickets:**

You must take your season ticket into the reception at the Town Hall before any refund of payment will be considered. You can hand in your season ticket between 9am and 4pm Monday to Friday. You will be contacted by Parking Services on the contact details you have provided regarding any refund you may be entitled to.

| Signed   |  | Dated        |           |
|--|--|--------------|-----------|
| For Parking Use Only                           |  |              |           |
| New/ replacement season ticket number          |  |              |           |
| Start date                                     |  | End date     |           |
| Income Management System Receipt number        |  |              |           |
| Reason for application if different from above |  |              |           |
| Date season ticket returned                    |  | Cancelled by |           |
| Refund issued amount                           |  | Date Issued  | Issued by |