**FOOTBALL EVENT PARKING EXEMPTION**

**TERMS & CONDITIONS**

These notes should not be taken as a legal interpretation of any Traffic Regulation Order.

Please read the following notes carefully and **agree** to these Terms and Conditions before submitting the completed application form.

**Background**

Dundee City Council Football Event Parking Scheme was introduced in August 2023 in response to specific difficulties which existed around the stadia. Under the terms of the scheme, applications will be considered from occupiers of residential homes within the zone under Dundee City Council (Dens Park and Tannadice Park, Dundee) (Events Related traffic Management Scheme) Order 2023. Where a house or flat has been newly built or has been formed by sub-division of an existing property, the responsibility for the provision of parking lies with the developer unless specifically agreed otherwise by Dundee City Council in advance of the sub-division works taking place.

1. **General** – All applicants should submit a current V5C DVLA Registration Document which shows the same name and address details as the person applying for a Football Event Parking Exemption. Dundee City Council will confirm that the residence is within the area defined in the appropriate Traffic Regulation Order. Council Tax records may be checked to confirm residency. Dundee City Council reserves the right to refuse, revoke or suspend a permit at any time.
2. **Description** – There is no cost to residents applying for an exemption and no limit on permits per household for qualifying vehicles. All Football Event Parking Exemption permits are virtual. No physical pass will be issued. This will entitle the holder to park within the zone during events. Event times are displayed at all entry points. Visitors to your property should park outwith the zone during prohibited hours.
3. **Vehicle**– Dundee City Council will accept a V5C DVLA Registered Document as proof that you are the registered keeper or Insurance Document where the applicant is the main driver on policy. The V5C should hold the same address as the resident’s address.
4. **Blue Badge Holders**– Although a blue badge holder can park in a disabled bay, we recommend you apply for a permit to park anywhere within the zone in case the disabled bays are occupied. Motability lease holders should submit their lease agreement.
5. **Company/Leased Vehicles**–The Council will accept a letter from your employer (on headed paper) or leasing company confirming that you have access to the vehicle and that it is available for your sole use 365 days of the year.
6. **Change of Vehicle**– If you wish to change your vehicle registration you can do this by creating or accessing your [My account](https://permits.paysmarti.co.uk/login/DundeeCC/?wtrealm=https%3A%2F%2Fpermits.paysmarti.co.uk%2Flogin%2FDundeeCC%2F&wctx=WsFedOwinState%3DsHOPLPRjZzLXkbOtfr4mU9igOeJapmMvtDWz-yq89gHWEnSo4rhatx2mWAIjj5eBUJkLzJNY9UAvGLFG6HP1uQ57TS8-9FJLMPMNtPUWpL60aeHw2C9IHI9ICuWmiUwqWjhyJiRdf61UnSXUaIUs0NZerreACP3joLTIO5Nb5MA&wa=wsignin1.0&wreply=acct#/MyPermitApplications/New) . Before you begin, please ensure you have your current V5 document to hand showing your current address. If you do not have your V5 at the date of application, please email the details of the change to [footballeventparking@dundeecity.gov.uk](mailto:footballeventparking@dundeecity.gov.uk) and dispensation will be granted for 14 days. When you have your updated V5 please access your [My account](https://permits.paysmarti.co.uk/login/DundeeCC/?wtrealm=https%3A%2F%2Fpermits.paysmarti.co.uk%2Flogin%2FDundeeCC%2F&wctx=WsFedOwinState%3DsHOPLPRjZzLXkbOtfr4mU9igOeJapmMvtDWz-yq89gHWEnSo4rhatx2mWAIjj5eBUJkLzJNY9UAvGLFG6HP1uQ57TS8-9FJLMPMNtPUWpL60aeHw2C9IHI9ICuWmiUwqWjhyJiRdf61UnSXUaIUs0NZerreACP3joLTIO5Nb5MA&wa=wsignin1.0&wreply=acct#/MyPermitApplications/New) and make the changes.

You must ensure that your vehicle details are kept up to date to prevent a Penalty Charge Notice being issued.

**Please Note:**

* + Dundee City Council have the right to refuse, revoke or suspend a permit at any time.
  + You cannot park within the zone during the restricted hours until you have received confirmation of your virtual parking permit.
  + A permit does not guarantee parking directly outside your residence.
  + Permits are not transferable. If you have a change of vehicle you must apply for this by logging into your [My account](https://permits.paysmarti.co.uk/login/DundeeCC/?wtrealm=https%3A%2F%2Fpermits.paysmarti.co.uk%2Flogin%2FDundeeCC%2F&wctx=WsFedOwinState%3DsHOPLPRjZzLXkbOtfr4mU9igOeJapmMvtDWz-yq89gHWEnSo4rhatx2mWAIjj5eBUJkLzJNY9UAvGLFG6HP1uQ57TS8-9FJLMPMNtPUWpL60aeHw2C9IHI9ICuWmiUwqWjhyJiRdf61UnSXUaIUs0NZerreACP3joLTIO5Nb5MA&wa=wsignin1.0&wreply=acct#/MyPermitApplications/New)
  + If you are using a courtesy car, please email [footballeventparking@dundeecity.gov.uk](mailto:footballeventparking@dundeecity.gov.uk) with the details.