

Residents Parking Scheme terms and conditions

- The Residents Parking Scheme is available to residents and business operators located inside the designated residents' parking zones
- The scheme consists of all streets within the boundary of the operating zones for the residents' parking scheme
- The Residents' Parking Scheme is operational between the hours of 8am and 6pm Monday to Saturday. (A permit is not required to park on Sundays or bank holidays)
- Permits are valid for a period of 12 months and the permits are issued annually. Permits are issued per calendar month and will always start from the first day of any given month
- Permits are issued to a particular vehicle, for a resident who owns a car, motorcycle, or light van (up to 3050 kg unladen weight). Permits are not issued for passenger service vehicles, heavy goods vehicles, caravans, or trailers
- Proof of residency is required before any permit can be issued. This can be a current council tax bill, a utility bill dated within the last 3 months, a tenancy agreement or recent Department for Work and Pensions letter
- The permit is to be displayed in the front windscreen of the vehicle at all times when parked in a residents parking zone, and all information on the permit must be visible
- Residents parking permits are valid in City of Lincoln Council Pay & Display car parks excluding Lincoln Central, Waterside North, Sessions House (Lincoln College), County Hall and Sewell Road between the hours of 5pm and 9:30am Monday to Saturday and all-day Sunday. Bank holidays: 5pm to 9:30am only.

Residents parking permits do not allow the user to exceed the stated time limit in any limited stay parking areas

- The permit is to be returned to the City Council in the case of:
 - change of address
 - change of vehicle (fee of £5 applies)
 - damage to permit (fee of £5 applies)
 - request for refund (fee of £5 applies)
- The Residents Parking Scheme does not guarantee the availability of a parking space or a space outside the permit holder's residence
- Annual visitor permits can be purchased at the same price as residents permits. The resident can purchase any combination of resident/annual visitor permits up to a maximum of 2 permits
- Daily visitor permits – A book of 10 daily visitor permits is issued annually in a 12-month period free of charge, to individual properties, excluding business premises. Please note this is per property not per resident and is only available if it has not already been issued to the property within the last 12 months
- Daily visitor permits, when displayed, are to be scratched to show the relevant date or they will be void
- Annual visitor permits and daily visitor permits can only be used for visitors to the resident who applied for the permits. Any misuse including sale, use by commuters or shoppers will automatically lead to the residence losing the facility to use visitor permits
- Visitor permits do not allow the user to exceed the stated time limit in any limited stay parking areas
- Additional daily visitor permits may be obtained at a cost of £17.00 per book of 10
- Failure to display a valid residents' parking permit/visitor permit/temporary permit will incur a penalty charge notice per occurrence

- Residents may only park in the zone printed on their permit
- Refunds for any remaining full months are available, only if the permit is returned to City Services. An administration fee of £5 applies
- Low emissions permits are available for vehicles whose CO2 emissions fall within Bands A-C (120g/km or less)
- Enforcement of the Residents Parking Scheme is carried out by APCOA who are contracted by Lincolnshire County Council. To report illegal or inconsiderate parking, please contact Lincolnshire County Council
- If you suspect misuse of a resident or visitor parking permit, please report it online