

Parking Permit - Apply, Cancel or Replace

Details are available on the Facilities Intranet page.

Completed applications should be forwarded to the either:

- Institute Security email: institutesecurity@kangan.edu.au

To apply for a parking permit, complete Section 1.

To notify of a cancellation of a parking permit, complete Section 2.

To request a replacement of a parking permit, complete Section 3.

| Section 1: Applicant Details | | | | |
|---|--|------|-------|------|
| Name: | | | | |
| Student? Yes / No If yes, please provide student number | | | | |
| Staff member? Yes / No? If yes, please provide your manager's name. | | | | |
| Staff Member Home Campus | <input type="checkbox"/> Bendigo City <input type="checkbox"/> Broadmeadows <input type="checkbox"/> Charleston Road <input type="checkbox"/> Docklands <input type="checkbox"/> Echuca <input type="checkbox"/> Essendon <input type="checkbox"/> Moonee Ponds <input type="checkbox"/> Richmond | | | |
| Emergency Contact Name: | | | | |
| Emergency Contact Mobile No.: | | | | |
| Vehicle Information : | <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;">Make</td> <td style="width: 33%;">Model</td> <td style="width: 33%;">Year</td> </tr> </table> | Make | Model | Year |
| Make | Model | Year | | |
| Section 2: Cancellation | | | | |
| <input type="checkbox"/> Permit Cancellation Cancelled permits must be enclosed with this form | Please cancel my existing permit that I have returned with this form. Signed: _____ Date: _____ | | | |
| Section 3: Replacement | | | | |
| Replacement Permit <input type="checkbox"/> | Reason for Replacement Lost <input type="checkbox"/> Stolen <input type="checkbox"/> Damaged* <input type="checkbox"/> *(If permit is damaged, return with this form) | | | |
| Circumstance: I understand that all lost and stolen permits are recorded on a database. Traffic officers do regular car park checks for these permits and, if found, further action may be taken. | | | | |
| Signed: _____ Date: _____ | | | | |



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Office Use Only

New Permit Issued – Permit No:

Replacement Permit No:

Cancelled Permit Returned

Damaged Permit Returned

Authorised By:

Signed:

Date: