**UWE Car Parking Application**

In order to be able to park on UWE property you will require a parking permit.

**Please complete this form and return to Human Resources, University of the West of England, Northavon House, Frenchay Campus, Coldharbour Lane, Bristol, BS16 1QY.**

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| **Election Form - Car Parking Salary Deduction** | | | | |
| **Full Name:** | **Home address:** | **Job Title & Department:** | **UWE employee number:**  **(HR to complete)** | |
| **Contact telephone number:** | | | | |
| **Vehicle Registration(s):**  **1**  **2** | | | | |
| **Please tick box to confirm decision.** | | | | |
| **Salary Deduction**  I agree to pay for my permit by a deduction from my salary. Please tick box to  confirm this decision. | | | |  |
| **Shift Workers**  Staff that are contractually required to work prior to 7.30am or after 8.00pm on any day Monday to Friday will receive a discount of 50% on the car parking permit charge due to the more limited availability of alternative modes of transport at these times.  If contractually you are obliged to work before 7.30am or finish after 8.00pm Monday to Friday please provide hours worked and tick this box.  Start Time…………… Finish Time……………  Line Managers email…………………………. | | | |  |
| **Staff on Grade A pay scale**  In line with UWE’s commitment to address the issue of low wages, staff on UWE contract at grade A will not be required to pay a charge-although will still be required to apply for a permit. Please tick this box if you wish to apply for a permit. | | | |  |
| **Disability**  If you have a registered disability and are a Blue Badge holder there will be no charge to park at UWE. Please tick this box.  (Please attach a photocopy or scanned copy of both sides of your blue badge to enable validation) . | | | |  |
| Signed:……………………………………………………… Date:…………………………………….    By signing or submitting this you also confirm acceptance of the University of the West of England’s Parking Policy (available on the UWE website). | | | | |

**Please return this form either via the internal post to Human Resources, Northavon House, or by Royal Mail to University of the West of England, Human Resources, Frenchay Campus, Coldharbour Lane, Bristol, BS16 1QY.**

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| **For office use only**  Contract status confirmed ☐  No contract in force ☐  Permit sent ☐ |