

RESIDENTS PERMIT PARKING ZONES

MULTIPLE VISITORS

As only one visitor permit is issued to each property, please see the following advice on how to deal with occasions when more than one visitor attends your property and is required to park within the zone.

If you plan to have multiple visitors at your property check the Street Index for the days and times the zone is in operation. There may be times when your visitors can visit without needing to display a visitors permit.

If more than one visitor is attending your property and is required to park in the zone when the zone is in operation then the advice would be for those visitors without a permit to :

- wherever possible use any off street parking facility such as a driveway
- the resident contacts Parking Services for permission to allow extra vehicles to park in the zone for the duration of the visit.

To request permission you may do one of the following :

1. Telephone: (0113) 3952023
2. Email: parkingservices@leeds.gov.uk
3. Fax: (0113) 3952024
4. Write to: Parking Services
PO Box 139
LEEDS
LS9 1AA

When requesting permission for multiple visitor parking you must supply details of the:

- Location
- Dates and times
- Type of vehicle and registration number (if known)

If for whatever reason a Penalty Charge Notice is issued and arrangements have been made for a genuine visit to be made then advice is given on the website under the heading parking penalties, on how to appeal.

We are required by law to protect the public funds we administer. We may share information provided to us with other bodies responsible for auditing or administering public funds in order to prevent and detect fraud.