



**Weekly Car Parking £17.50 Concessionary Pass Application Form**

FULL NAME: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

POSTCODE \_\_\_\_\_ TELEPHONE NO: \_\_\_\_\_

VEHICLE REGISTRATION NO. \_\_\_\_\_ MAKE & MODEL OF CAR: \_\_\_\_\_

DEPARTMENT / WARD \_\_\_\_\_ PATIENT NUMBER \_\_\_\_\_

**APPLICANTS DECLARATION**

I confirm the information supplied above is correct. If any of the information is found to be incorrect the parking pass will be withdrawn.

Signed \_\_\_\_\_ Print Name \_\_\_\_\_ Date \_\_\_\_\_

**FOR COMPLETION BY WARD MANAGER / AUTHORISED SIGNATORY FOR DEPARTMENT**

I confirm the information supplied by the applicant is correct and they are eligible to purchase a weekly concessionary £17.50 parking pass.

Signed \_\_\_\_\_ Name in Capitals \_\_\_\_\_

Job Title \_\_\_\_\_ Date \_\_\_\_\_

Once validated by the Ward Manager, purchase a Weekly Ticket from the Pay and Display machines. Take this ticket and your signed form to the member of staff in the Car Park Kiosk (situated next to the Motorbike Parking). Another ticket will be issued for display in your vehicle. This service is available 7.30am - 6pm, Monday to Friday.

Alternatively, take this form and payment to the Cashiers Office and a ticket will be issued. This service is available Monday – Thursday, 10 am – 2 pm and Friday, 10 am – 1 pm.

**Notes for Applicant and Department/Ward**

The purchase of a concessionary ticket does not guarantee a parking space on the patient and patient visitor car park. Parking is subject to the Trust’s Parking Terms and Conditions to all vehicles entering the Trust’s Car Parks. The concessionary ticket must be visible at all times when parking in the Trust’s Car Park. The Trust has a limited number of concessionary passes, so availability cannot be guaranteed.

**Cashier Processing**

Amount Received \_\_\_\_\_ Period Pass issued for \_\_\_\_\_

Issued By \_\_\_\_\_ Ticket Number \_\_\_\_\_ Receipt No. \_\_\_\_\_