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|  | Official use only | |
| Date received |  |
| Date passed |  |

**Form RPS1 (Rev A) – Application form**

**Residents parking scheme**

**Guidance for applicants;**

* an applicant’s normal place of permanent residence must be:

**Dumfries** – within one of the 6 designated zones in the scheme, additionally residents in Zone E (town centre) may request exemption from one other adjacent zone of their choice

**Stranraer** – within Zone S

**Langholm** – within Parliament Square and David Street only

* an applicant must be the registered keeper of the vehicle for which exemption is sought. If the applicant is not the registered keeper it still may be possible to obtain a permit (please enquire for further details).
* the applicant must possess a valid driving licence
* there is a limit of one exemption permit per eligible resident regardless of the number of vehicles owned
* Blue Badge holders are exempt from limited waiting restriction and may not need to apply for an exemption permit
* the vehicle registration document (V5C) and driver’s licence should either be submitted with the application (photocopies are acceptable) or brought along with the application for inspection

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| --- | --- | --- | --- |
| **1** | **Applicant details** | | |
| a | Name: |  |
| b | Address: |  |
| c | Postcode: |  |
| d | Contact telephone number(s): |  |
| e | Vehicle registration number: |  |
| f | Driver’s licence number: |  |
| g | Location applied for | Dumfries / Stranraer / Langholm \* (*Delete as appropriate)* |
| h | If resident in Dumfries Zone E, please state the additional zone you require – if none, leave blank. |  |

|  |  |  |
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| **2** | **Declaration**  I declare that the information given on this form is correct and true to the best of my knowledge. I also confirm that I am the qualifying person. | |
| Name |  |
| Signature |  |
| Date |  |

|  |  |
| --- | --- |
| **3** | **Return of completed application** |
| Please return your completed application form to the relevant area office:  Dumfries: Stranraer: Langholm:  Customer Services Centre DGFirst - Roads DGFirst - Roads  Ewart Library Commerce Road Depot Harthill Depot  Catherine Street Commerce Road Glasgow Road  Dumfries Stranraer Lockerbie  DG1 1JB DG9 7DD DG11 2SE  Tel: 030 33 33 3000 Tel: 01776 707500 Tel: 01576 203113 |

Notes for guidance

|  |  |
| --- | --- |
| 1 | **Applicant details** |
| Please give your full name, address, postcode, contact telephone number(s), vehicle registration number, and driver’s licence number. |
| 2 | **Declaration** |
| By signing this application form you are confirming that the information you have provided is correct and true. |
| 3 | **Return of completed application** |
| Your completed application form must be returned to the relevant area office shown above. |

This authority is under a duty to protect the public funds it administers, and to this end may use the information you have provided on this form for the prevention and detection of fraud. It may also share this information with other bodies responsible for auditing or administering public funds for these purposes. For further information, see <http://www.dumgal.gov.uk/article/16167/Fair-Processing-Statement>