



## Application for TPI Permit

A maximum of one TPI permit upon application may be issued per year to each City of Melville resident or ratepayer who holds a valid TPI DVA Gold Card.

### About This Form

You may use this form to apply for a TPI Permit noting that certain eligibility conditions apply.

How to complete this form:

1. Read the conditions of use before completing this application.
2. Ensure that all fields are filled out correctly. (Incomplete forms may delay process and will be returned to applicant)
3. Once completed, the form can be submitted by mail to the City of Melville Civic Centre, which is located at 10 Almondbury Road, Booragoon, WA 6154, in person or online.
4. If you are applying for a replacement permit (lost) a fee of \$25.00 applies to each replacement permit. Payment can be made in person at Melville Civic Centre which is located at 10 Almondbury Road, Booragoon, WA 6154 or by cheque or money order made payable to the City of Melville.

### Part 2 Applicant Details

Title (Mr, Mrs, Miss, Ms): \_\_\_\_\_ Given Name: \_\_\_\_\_ Surname: \_\_\_\_\_

Residential address: \_\_\_\_\_ Postcode: \_\_\_\_\_

(Please include street number and suburb)

Postal Address (if different from above): \_\_\_\_\_ Postcode: \_\_\_\_\_

Daytime contact phone number: \_\_\_\_\_ Home number: \_\_\_\_\_

Mobile number: \_\_\_\_\_ Email: \_\_\_\_\_ Consent to email

TPI DVA Gold Card number: \_\_\_\_\_

### Included Document Checklist

- |   |                          |
|---|--------------------------|
| TPI DVA Gold Card   | <input type="checkbox"/> |
| Drivers licence, passport or proof of age card  | <input type="checkbox"/> |
| Rates notice or current lease agreement including signatories and/or letter from the property owner including signatories | <input type="checkbox"/> |

### Applicant Declaration:

I \_\_\_\_\_ confirm I am a resident of \_\_\_\_\_

and all the information provided in this application is true and correct.

I have read and understood the conditions applicable to applying for a TPI Permit.

**SIGNATURE OF APPLICANT** \_\_\_\_\_ **DATE** \_\_\_\_\_

\*\*Please send completed application to [melinfo@melville.wa.gov.au](mailto:melinfo@melville.wa.gov.au) or City of Melville, Locked Bag 1, Booragoon, WA 6954\*\*

**Office Use Only**

New application:

Renewal:

Permit/Pathway Number: \_\_\_\_\_

Expiry Date: **31<sup>st</sup> December** \_\_\_\_\_

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**Conditions of use governing TPI permits**

***Permits are issued subject to the following conditions:***

1. The permits expire on 31 December of the year applied for. Renewals are not sent out; it is up to the applicant to re-apply if a permit is still required.
2. TPI Permits must be clearly displayed on the dashboard with all details visible. Photocopied Permits are not permitted and may incur infringements.
3. Infringements will be issued if any Permit is not clearly displayed in the windscreen on the dashboard.
4. Permits do not guarantee a parking space in a parking station or metred zone.
5. The Permit may only be used for:-
  - i. Parking in fee paid parking stations within the City of Melville without purchasing a ticket
  - ii. Parking in fee paid metred zones within the City of Melville without purchasing a ticket.
6. Parking is not permitted in the following areas:  
Those restricted by:
 

Time limits	Loading Zones
No Stopping	Footpaths or Crossovers
No Parking	Bus or Taxi Stand
ACROD Bays	
7. Should you move residence outside of the City of Melville, the permits must be removed immediately from the vehicle.
8. In the event an infringement notice is issued to a vehicle displaying a permit, the driver/vehicle owner will be required to submit an appeal in writing to the City of Melville.
9. Council reserves the right to revoke any Permit at any time.
10. Permits are not issued to Business Premises.
11. Should a permit become faded or damaged, a replacement can be made free of charge upon receipt of the faded or damaged permit. Replacement of lost or stolen permits will incur a fee of \$25 per permit. Stolen permit replacements are free of charge when a relevant Police report is produced.
12. TPI Permits are only available to residents in the City of Melville who hold a TPI DVA Gold Card – see example below:



Should you have any queries regarding Permits, please contact customer service on 1300 635 845 or 9364 0666.

Applicants should bring or post all relevant documentation to the City of Melville, 10 Almondbury Road, Booragoon WA 6154, so that they may be sighted and processed and the premises surveyed before a permit is issued.