

QMS-FOR-96

PARKING BAY APPLICATION FORM



INSTRUCTIONS (Please **PRINT** all information clearly)

- Complete Section 1 & 2
- Return this form via one of the following methods:
 - Deliver to the Customer Service Centre Ph: 9258-6123
 - Email to customerservice@melbournemarket.com.au
 - Mail to Melbourne Market Authority, Customer Service Centre, 80/35 Produce Way, Epping, VIC 3076

Customer No: _____

1. BUSINESS DETAILS

Name of Business: _____ Contact No: _____

Market Business Nominee Name: _____

Business Address: _____

Suburb: _____ State: _____ Postcode: _____

Email Address: _____

THE FOLLOWING CONDITIONS APPLY TO THIS PERMIT

- Subject to the terms of this Parking Permit, the Permit Holder is authorised to park a Vehicle in the Allocated Space during the days and time frames identified above for the duration of the Term.
- Each Vehicle must be the appropriate size for the Allocated Space (as determined by the MMA).
- Vehicles may be added to a Parking Permit for the Allocated Space by providing the MMA with the Vehicle details (type and Registration Number) for approval, as long as they are for the same type of vehicle as originally approved by the MMA for the Allocated Space
- The permit Holder must pay all parking fees for the Allocated space in the amount and in the manner and time determined by the Melbourne Market Authority (MMA) from time to time.
- The Permit Holder must comply with any rules, guidelines or policies issued by the MMA in respect of the Melbourne Wholesale Fruit, Vegetable and Flower Market (Market) from time to time including the Operating Rules.
- The Permit Holder acknowledges and agrees that:
- This Parking Permit does not grant exclusive possession of the Allocated Space;
- The MMA reserves the right to amend the prescribed time frames, from time to time; and
- all or any rights under the Parking Permit rest in contract alone and the Permit Holder has no estate or leasehold interest in any description whatsoever in the Allocated Space or any rights referred to in section 42 of the transfer of Land Act 1958 (Vic).
- The Permit Holder must not assign, sub-license, transfer, dispose of or otherwise deal with all or any part of its rights, benefits or obligations under this Parking Permit or in favour of any other person.
- The MMA may, in its discretion, cancel this Parking Permit where:
- The Permit Holder fails to comply with the conditions of this permit: or
- The Allocated Space is not occupied by the nominated Vehicle during the hours on the Days identified above for a continuous period exceeding 10 days or such other period as determined by the MMA from time to time.
- If the Permit Holder cancels and returns their Parking Permit, the MMA will refund any parking fees which have been paid in advance on a prorated basis less an Administrative Fee, and subject to the following:
- (a) Refunds and credits can only be provided from the date the bay is surrendered, and only a full month surrendered can be credited. Any quarter month surrenders cannot be refunded or credited.
- (b) Credits will only apply from the date that a completed Parking Bay Disposal form is provided to the MMA/Customer Service Centre and not when the Permit Holder has stopped entering the Market
- By signing this Permit, the Permit Holder agrees to be bound by the terms of this Permit.

Market Business Nominee Signature: _____

Date: ____/____/____

Document Owner: Customer Service Manager - Operations		Document Manager: WHSEQ Business Partner - Operations		
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NOTE: Printed copies of this document MAY NOT BE THE LATEST. The most up-to-date version is located on SharePoint QMS Document Library

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2 BUSINESS CASE

Reason Parking Bay is Required: _____

Current Parking Allocations: _____ Preferred Side of the Market: _____

Parking Type: (Please Tick) ☐ Reserved Covered ☐ Reserved Uncovered ☐ Unreserved ☐ Forklift/Market Approved Vehicle

Days: (Please Circle) S M T W T F S Time Required: ☐ Regional Buyer
☐ Seller
☐ Buyer

MMA cannot guarantee your requested parking type will be available.

3 VEHICLE DETAILS

Registration Number: _____

Vehicle Type: (Please Tick) ☐ Semi Trailer ☐ Rigid Truck ☐ B Double ☐ Light Commercial Vehicle
☐ Passenger ☐ Market Approved Vehicle

Privacy Statement: The MMA is committed to protecting the privacy of your personal information. We need to collect and handle your personal information in order to be able to process your application. All the information you give us will be handled in accordance with the Privacy and Data Protection Act 2014. You can gain access to the personal information we hold about you and request that it be corrected if necessary. For further information about privacy contact privacy@melbournemarket.com.au

4 MMA OFFICE USE ONLY

Allocated Bay	Location:	Bay Number:
Date Allocated		Date Processed: