

RESIDENTIAL CARERS CARD APPLICATION FORM

Tel: 01865 815649 • Email: parking@oxfordshire.gov.uk

Please return this form to; Civil Enforcement Team, Ron Groves House, 23 Oxford Road, Kidlington,
Oxfordshire, OX5 2BP

NEW APPLICATION ☐

RENEWAL APPLICATION ☐

New applicants MUST provide a letter from their General Practitioner (GP) to support this application

YOUR DETAILS	
Title	Mr <input type="checkbox"/> Mrs <input type="checkbox"/> Miss <input type="checkbox"/> Ms <input type="checkbox"/> Other <input type="checkbox"/> If other please state:
Forename	
Surname	
Full address details	
Date of Birth	
Age	
Tel number	
Mobile number	
Email address	

VISITOR PERMITS	
Most residents over 17 years can apply for one allocation (of 25 days) free every year. If this is the second allocation in the permit year (6 months after first application), charge is £16.00. Residents 70 years and above do not pay on production of proof of age.	
Tick if required	Yes <input type="checkbox"/> No <input type="checkbox"/>

RESIDENTIAL CARERS CARD	
Carer's cards are generally issued for a period of 12 months but should you require a shorter term please ask your GP to confirm the length of period required in writing.	
Length required	12 months <input type="checkbox"/> Other <input type="checkbox"/> If other please state Period:
Carer's cards are limited to a maximum stay of 3 hours at any one time. Should you require 24 hour care please ask your GP to confirm this in writing.	
Time required	3 hours <input type="checkbox"/> 24 hours <input type="checkbox"/>

DECLARATION			
I can confirm to the best of my knowledge, all the details on the form are correct.			
Signature		Date	

FOR OFFICE USE ONLY

Residency

Doctors Letter

Yes ☐

Not needed ☐

Carers Card

197\

Visitor Permits

Reference

RESIDENTIAL CARERS CARD EXPLANATORY NOTES

Residential carers cards are available to residents of eligible properties providing they can prove residency (household bill, bank statement etc. within the last 3 months) and the initial application is supported with a letter from the applicants General Practitioner (GP).

The carer's card will be valid for a period of 12 months unless the GP confirms otherwise. All renewals for 12 month cards require an application form supported by proof of residency and should be applied for 14 days prior to expiration date. Reminder letters are NOT sent.

Please note - A letter from the GP is only required every 3 years.

The carer's card will be valid for a maximum period of 3 hours at any one time. Should the applicant require 24 hour care please ensure the GP supports this in their letter.

A maximum of one carer's card is available per property – 2 residents' with similar needs at the same address cannot apply for 2 carers cards.

Carers can only park in 'Resident Permit Holder Only' bays and not on double yellow lines and is only valid in the street specified or the adjacent street if the nominated street is full. The carer's card must be returned to the house immediately after use and left in a suitable place for others to retrieve.

If you are a blue badge holder please note the purpose of the disabled badge scheme is to allow disabled drivers/passengers to park close to their home or to premises being visited. Others must not use the badge for their own convenience. A disabled badge may be withdrawn from the holder if they misuse it or allow it to be used by others, and they may also be liable for a fine.

CHECKLIST

PROOF OF RESIDENCY (one of the following)

- Utility bill or financial statement dated within the last three months
- Council tax document for the current tax year
- Official letter from organisations such as HMRC, NHS, Benefits agency, local Council etc. dated within the last three months

DOCTORS LETTER

- Must be on headed paper and dated
- Must state name, address and D.O.B of applicant
- Confirmation that carer's card is needed. Please note the GP must confirm that the applicant has carers attend to them at home regularly

WARNING

Any person knowingly making a false statement for the purpose of obtaining a Residential Carer's Card is liable to a fine under the Traffic Management Act, 2004.

DATA PROTECTION STATEMENT

The personal information you provide on this application form will be used by Oxfordshire County Council for Parking Permit purposes only. By signing this form you are consenting to our processing this for the purpose of issuing a Residential Carers Card.