

GENERAL CONTRACT PARKING TERMS & CONDITIONS

Access Cards and FOBs

A refundable deposit may apply to access cards / FOBs. This deposit will be refunded once the access card / FOB has been returned in full working order.

Access cards and FOBs should be returned to: RCP Parking Ltd, 15 The Close, Norwich, NR1 4DZ

For Damaged access cards or FOBs the deposit will no longer be refunded. A new refundable deposit will apply for the replacement.

Space allocation

A valid permit does not provide a reserved space.

Duplicate Permits

Duplicate permits are charged at £25.00 + VAT each.

A duplicate permit does not entitle the customer to a second space. It is only issued to enable customers to park an alternative vehicle in the car park.

Other Conditions

Changes to car details must be notified in writing to RCP Parking Ltd.

Any alteration to the permit will render it invalid, and will result in a parking charge notice and may lead to RCP Parking Ltd taking action against the vehicle owner for fraud.

The parking of vehicles more than 2.00 metres high, 1.83 metres wide or 4.8 metres long requires the prior consent of RCP Parking Ltd.

Breach of RCP Parking Ltd Terms and Conditions of Contract Parking may result in one or more of the following actions being taken by RCP Parking Ltd:

- Issue of a warning detailing the nature of the breach
- Issue of a parking charge notice
- Withdrawal of parking facilities
- Legal action to recover outstanding monies plus costs and interest



Instruction to your bank or building society to pay by Direct Debit

Please fill in the whole form including official use box using a ball point pen and send it to:

RCP Parking Limited
 15 The Close
 Norwich
 Norfolk
 NR1 4DZ

Service user number

2	7	0	3	8	5
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Your contact telephone number:

FOR RCP PARKING LTD OFFICIAL USE ONLY
 This is not part of the instruction to your bank or building society.

Name(s) of account holder(s)

Bank/building society account number

Branch sort code

Name and full postal address of your bank or building society

To: The Manager Bank/building society

Address

Postcode

Instruction to your bank or building society
 Please pay RCP Parking Ltd Direct Debits from the account detailed in this Instruction subject to the safeguards assured by the Direct Debit Guarantee. I understand that this Instruction may remain with RCP Parking Ltd and, if so, details will be passed electronically to my bank/building society.

Signature(s)

Date

Your RCP Account Reference (if Known)

Banks and building societies may not accept Direct Debit Instructions for some types of account

DD11

This guarantee should be detached and retained by the payer.

The Direct Debit Guarantee



- This Guarantee is offered by all banks and building societies that accept instructions to pay Direct Debits
- If there are any changes to the amount, date or frequency of your Direct Debit RCP Parking Ltd will notify you 10 working days in advance of your account being debited or as otherwise agreed. If you request RCP Parking Ltd to collect a payment, confirmation of the amount and date will be given to you at the time of the request.
- If an error is made in the payment of your Direct Debit, by RCP Parking Ltd or your bank or building society, you are entitled to a full and immediate refund of the amount paid from your bank or building society
 - If you receive a refund you are not entitled to, you must pay it back when RCP Parking Ltd asks you to
- You can cancel a Direct Debit at any time by simply contacting your bank or building society. Written confirmation may be required. Please also notify us.