 **MiPermit – Carer Permit Application**

You can apply for a Carer permit account by applying online and visiting the councils website and searching for digital permits, you will need:

* An email address/Mobile phone number
* A proof of employment
* A proof of vehicle being linked to the property (V5C, insurance document, Hire agreement)

Carer parking permits are now digital permits. Therefore, there is no need to display your permit in your vehicle. Please note this application form is to set up an account, which will allow you have access to digital permits through the MiPermit app and log your vehicle stays.

Once this application form is submitted and processed, you will be sent an email or contacted by phone to confirm your account is active. You will then have access to Digital Permits on your MiPermit app which can be downloaded onto your smart phone or tablet.

Completed application forms should be returned to:

Parking.Permits@cardiff.gov.uk

Or by post to: **Parking Services, The City of Cardiff Council, PO Box 47, Cardiff, CF11 1QB**

This form is available in Welsh/Mae’r ffurflen hon ar gael yn Gymraeg

You are welcome to correspond with us either in Welsh, English or bilingually. We will respond accordingly, and communication in Welsh will not cause any delay

## **Section 1 – Applicant details**

## **Full name of permit holder**

First name and surname

## **Address permit applying for**

This should be your primary address

## **Main phone number**

Please include a mobile phone number if possible. Once your mobile phone number is registered on your account you will be able to log in your vehicle stay via SMS.

Mobile phone number

## **Email address**

## Please include an email address if possible as a PIN number will be sent to your address which will allow you to log into your new MiPermit account to purchase your permits. This will also be used as your login.

Additionally, by providing an email address, this will allow you to receive confirmation emails/receipts and information on your permits.

Email

## **Section 4 – Proof**

Please attach a **copy** of one of the following as proof of employment.

* Letter from your employer confirming eligibility
* Employment contract

Please attach a copy of one of the following as proof of the vehicle being linked to the permit holder.

* Vehicle Log Book (V5C)
* Insurance Document
* Hire/Lease Agreement

## **Section 5 – Signature**

By signing and dating this application form, you are agreeing to a MiPermit account being created in your name. Once this application form is submitted and processed, you will be sent an email or contacted by phone to confirm your account is active.

## **Signature**

Signature of Permit holder

## **Date of Signature**

Date application form signed by permit holder

**Declaration**

Cardiff Council is the Data Controller and will process your personal information to carry out our obligations in compliance with Article 6 (1) (c) of The General Data Protection Regulation. The authority or other relevant bodies may use any information you provide for enforcement purposes, fraud detection or any other related purposes as permitted by law. For further information on how Cardiff Council manages your information, see our full Privacy Policy on the Council’s website.