

Albert Park – Tenant Parking Permit 2025/2026 Application Form

Applicant details (please print clearly)

☐ New application

☐ Permit renewal

Title: _____ First name: _____ Surname: _____

Home address: _____

State: _____ Postcode: _____

Phone number: _____ Email: _____

Vehicle registration: _____

Permit type:

<input type="checkbox"/> 1 month (weekly) - \$80.90	<input type="checkbox"/> 1 month (weekday only) - \$57.80
<input type="checkbox"/> 3 months (weekly) - \$242.50	<input type="checkbox"/> 3 months (weekday only) - \$173.30
<input type="checkbox"/> 6 months (weekly) - \$485.00	<input type="checkbox"/> 6 months (weekday only) - \$346.50
<input type="checkbox"/> 12 months (weekly) - \$970.00	<input type="checkbox"/> 12 months (weekday only) - \$692.90

Weekly refers to Monday to Sunday *Weekday refers to Monday to Friday*

Permit start date: _____

Name of employer: _____

(Please attach proof of employment)

Agreement

I have read and understood the information provided on this application form and wish to apply for a tenant parking permit to use in accordance with the conditions of use. I understand that any improper use of the permit will render it invalid and may result in an infringement. I authorise the above named business to inform Parks Victoria about the status of the above named business involvement if such information is requested. **The permit is only valid at the location of applicant's place of employment within Albert Park Reserve.**

Please allow 7 working days to process your application from the time Parks Victoria receives payment and the completed application form. Permit fees are not refundable.

Signature: _____ Date: _____

How to pay

Email: albertparkparking@parks.vic.gov.au (Please do not send through your credit card details when emailing your parking permit application form. A member of the Parking Administration Team will contact you when the application form is received, to process your payment).

Mail: Parking Administration Parks Victoria
PO Box 768, South Melbourne VIC 3205 (Credit Card or Cheque)

In person: Parks Victoria Albert Park Office
23 Aughtie Drive, Albert Park VIC 3206
Office hours 8.00 am – 3.30 pm Monday to Friday (EFTPOS, Credit Card or Cheque)

Payment method

☐ I have enclosed a cheque payable to Parks Victoria for ... \$ _____

☐ Please debit my credit card ... \$ _____

Card type ☐ Visa ☐ Master card

Card holders name: _____

Card number: _____ Expiry date (mm/yy): ____ / ____

Card holder's signature: _____

Albert Park Reserve (Albert Park) is Melbourne's highest profile park, located just 3km from the centre of Melbourne. It is a 225 hectare sporting and recreational park that caters for formal and informal recreation. Albert Park is the focus for many of Victoria's major events and is also an important sanctuary for wildlife and vegetation. Parks Victoria is responsible for the management of Albert Park. To control the demand for parking within the Park a fee based parking system was introduced, to all car parks and kerbside parking spaces, in April 2006.

Parks Victoria administers a system of parking permits to provide discounted parking for legitimate sports clubs, businesses and tradespeople conducting work within Albert Park Reserve. By displaying a valid parking permit, permit holders are exempt from a number of parking restrictions. Surplus revenue from fees charged for parking and parking permits at Albert Park are spent within the Park to improve facilities for the benefit of all users.

When is a Permit required? A permit is required if you are parked in Albert Park Reserve while you are conducting legitimate work within Albert Park, between 8am–9pm, 7 days per week. The whole permit must be clearly displayed on your windscreen. If you do not have a permit, you must purchase a ticket from the ticket machines instead.

Where can I park? Your parking permit/s allow you to park in any valid parking spaces along the kerbside or in designated car parks at the location of your place of employment in Albert Park.

Where can't I park? Parking outside of applicant's permitted area/place of employment may result in a fine being issued. You cannot park in clearways, no stopping zones, on parkland or other areas where parking is excluded or temporarily suspended. Loading zones are for short term pick up/drop off only. Your parking permit does not exempt you from the time restrictions associated with a loading zone. Use of valid parking spaces may be temporarily suspended by the police, emergency services, or authorised parking officers.

How much does a Permit cost? The cost of the Permit is listed at the front of this application form. Permit prices are inclusive of GST and a tax invoice will be issued upon receipt of fee payment. Permit fees are not refundable, even if employment ends before the Permit expires.

Tenant Parking Permit Conditions

- Issued on the basis that the applicant/s accept the permit conditions.
- Issued by completing this application form and making the required payment to Parks Victoria.
- Solely for the use of the applicant specified on this application form.
- Exempts the permit holder from paying relevant parking fees, whilst they are conducting their employment.
- Proof of employment must be provided with this application form.
- Issued for a specified duration only.
- Must match the vehicle registration to be valid. If there is a change, you will need to apply for a new Permit.
- Does not guarantee that a parking space will be available.
- Transfer or improper use of a permit will render the permit invalid and may result in an infringement.
- Parks Victoria reserves the right to revoke the permit or change the permit conditions at any time. Changes will become enforceable after reasonable notice has been given to the permit holder.

Details of Parks Victoria's privacy statement and Albert Park parking policy are available from www.parks.vic.gov.au or call 13 1963.