



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

1. Complete Section 1 & 2
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](mailto: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**

1. Subject to the terms of this Permit, the Permit Holder is authorised to park a vehicle in the Allocated Bay during the Days identified for the period specified in the MMA's invoice for parking fees for the Allocated Bay..
2. Each Vehicle must be the appropriate size for the Allocated Bay (as determined by the MMA).
3. Vehicles may be added to a Permit for the Allocated Bay by providing the MMA with the Vehicles 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 Bay.
4. The Permit Holder must pay all parking fees for the Allocated Bay in the amount and in the manner and time determined by the Melbourne Market Authority (**MMA**) from time to time.
5. 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.
6. The Permit Holders acknowledges and agrees that:
  - a. this Permit does not grant exclusive possession of the Allocated Bay; and
  - b. all or any rights under the Permit rest in contract alone and the Permit Holder has no estate or leasehold interest in any description whatsoever in the Allocated Bay or any rights referred to in section 42 of the Transfer of Land Act 1958 (Vic).
7. The Permit Holder must not assign, sub-licence, transfer, dispose of or otherwise deal with any part of its rights, benefits or obligations under this Permit or in favour of any other person.
8. The MMA may, in its discretion, cancel this Permit where:
  - a. the Permit Holder fails to comply with the conditions of this permit; or
  - b. the Allocated Bay is not occupied by the nominated vehicle for a continuous period exceeding 10 days or such other period as determined by the MMA from time to time.
9. The MMA may, in its discretion, determine not to renew this Permit for any reason.
10. By signing this Permit, the Permit Holder agrees to be bound by the terms of this Permit.
11. If the Permit Holder cancels and returns their Permit, the MMA will refund any parking fees which have been paid in advance, less an Administration 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.

Market Business Nominee Signature: \_\_\_\_\_

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Document Owner: Chief Operations Officer		Document Manager: Operations Manager (PAM)		
Document no: QMS-FOR-96	Issue date: 13/12/2018	Next Review date: 13/12/2020	Issue no: 4	Page 1/1

**NOTE: Printed copies of this document MAY NOT BE THE LATEST. The most up-to-date version is located on SharePoint QMS Document Library**

# QMS-FOR-96

## PARKING BAY APPLICATION FORM



**2 BUSINESS CASE (Parking Bay)**

Reason Why Parking Bay 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:    Early Buyer (Regional Early Buyers only)

Seller

Buyer

*MMA cannot guarantee your requested parking type will be available.*

**3 VEHICLE DETAILS**

Registration No.: \_\_\_\_\_

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](mailto:privacy@melbournemarket.com.au)

**4 MMA OFFICE USE ONLY**

Allocated Bay	Location:	Bay Number:	
Term Ongoing Unless	From:	To:	
Date Application Submitted:		Date Processed in Salesforce:	