

Charges for Permit to be applied for:		6 Months		12 Months	
		Standard	Low Emission	Standard	Low Emission
1	Huntingdon Town (Resident Season)	£155.00	£77.50	£300.00	£150.00
2	Huntingdonshire District	£155.00	£77.50	£300.00	£150.00
3	Blue Badge Parking Permit	N/A	N/A	£30.00	N/A
4	Hinchingbrooke Country Park	£30.00	N/A	£50.00	N/A

Low Emission Discount for vehicles of 100g/km CO₂ or less

Regulations for the General use of Permits:

1. Permits will cease to be valid after the date shown on the permit
2. Vehicles must clearly display a valid permit for that vehicle in the windscreen
3. Where parking bays are provided, then the vehicle must be properly parked in a marked parking bay and not in such a position as to cause an obstruction.
4. If at any time, the holder of the Permit wishes to rescind the Permit, a refund will be considered for any whole, unexpired months, minus an administration charge. The Permit should be sent to the address listed below. This does not include Blue Badge Extension or Hinchingbrooke Country Park permits
5. An administration charge of £5 will be made for any amendments to the permit.

Additional Regulations for Resident Season Tickets:

A1. Only ONE Resident Permit or Resident Season Ticket will be issued per eligible property

A2. When you apply you will be required to produce evidence of your residency (e.g. water bill, utility bill, etc.) and bring to the Customer Service Centre with your V5 Vehicle Registration document showing the same address or a letter from the owner authorising use of the vehicle. In the case of permits to be posted to applicants, photocopies of the proofs should be enclosed with your application.

If you have made a postal submission, we will call you in order to arrange your card payment.

Privacy Notice

We require your personal data to provide you with the parking permit you have applied for and to contact you before its expiry so that we may provide you the option to renew. We cannot process your parking permit application or renewal unless you provide this personal information. If you do not or if you refuse to allow us to share information we will not be able to carry out the service for you and cannot be held responsible for any consequences to you of it not being carried out, for example, you will not receive the permit you applied for. We may automate decisions and will inform you if we have done this as soon as reasonably practicable and provide you with access to our Data Protection Policy.

You hold the following rights with regard to the personal data you provide us:

- Right to Access - You have the right to access (receive a copy) of your personal data and supplementary information.
- Right to Rectification - You have the right to have any inaccurate or incomplete personal data rectified.
- Right to Erasure - You have the right to request the erasure of your personal data so long as it's processing is no longer necessary for the purposes for which it was obtained or unlawfully obtained (non-exhaustive) or the information is required for a legal obligation or if it is needed to defend a legal claim.
- Right to Data Portability - You have the right to request your personal data which you have provided to us to be supplied in a 'structured, commonly used and machine readable format (e.g. CSV). You may request that this information is supplied directly to another data controller on your behalf.
- Right to Restriction - You have the right to request a restriction of the processing of your personal data in situations where it is inaccurate, unlawful, and no longer needed for the purposes for which it was originally collected, or if a withdrawal of consent has been made.

We may share and process the personal data and information you provide within this council or to the Courts to prevent and detect fraud in any of our systems and may supply information to government agencies, credit reference agencies, audit or other external bodies for such purposes. We participate in the government's National Fraud Initiative. If any of the information we have about you is incorrect, please tell us, we are reliant on you assisting us to keep your information accurate and up to date.

We only keep your information as long as necessary, for some items this will be dictated by law. You can find out more by looking at the council's Retention Policy on the website. We do not routinely process any information about you outside the UK. We will not transfer your personal data outside of the EU.

Huntingdonshire District Council is a registered Data Controller with the Information Commissioner's Office. You can find out more about how we handle your data by visiting the council's [Privacy Notice page](#). If you have a query regarding your rights please contact the Data Protection Officer who can be contacted by emailing infogov@3csharedservices.org or you can write to the council and mark your letter for the attention of the Data Protection Officer. Alternatively you can call 01480 388388. You have the right to lodge a complaint with the Information Commissioner's Office (ICO) should you believe any part of this statement to be unlawful.