

BISHOPHILL TRAFFIC MANAGEMENT AREA

Application for a Bishophill Area Residents' Access Key Fob

About You

Name	Title	Mr	Mrs	Ms
Address				
Postcode				
Do you reside within the York (Bishophill) Restriction of Driving Area?		YES	<input type="checkbox"/>	NO <input type="checkbox"/>
Are you the householder at the address?		YES	<input type="checkbox"/>	NO <input type="checkbox"/>
Are you a member of the household at that address?		YES	<input type="checkbox"/>	NO <input type="checkbox"/>
Do you reside at a house registered with the Council as a house in Multiple Occupancy?		YES	<input type="checkbox"/>	NO <input type="checkbox"/>
Do you own or keep a motor vehicle at that address?		YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If you own or keep a motor vehicle at the address what is its:				
Make -		<input type="text"/>		
Registration Number -		<input type="text"/>		
NB Documentary proof of ownership/keeping of a Motor Vehicle is required where applicant is other than the householder or is other than the first applicant in a House of Multiple Occupancy.				

Access Key fob Request

Please supply me with one Bishophill Area Residents' Access Key Fob. I enclose my deposit of £20 (please do not send cash through the post) which I understand will be returned to me upon return of the key fob. I understand that should I lose the key fob I will be required to pay an administration fee of £100 for a replacement. I also understand that should that replacement be lost then I will have to pay an administration fee of £200 for a further replacement and understand that in the event that this is lost not only will I have to pay an administration fee of £300 for a fresh key fob but that no further replacements will be issued. I accept that the key fob is for my personal use and, where I find it necessary, use by a person who is a resident at my address only and that mis-use will result in the key fob being withdrawn.

Signed Date

Please return completed form to: Network Management, City of York Council
West Offices, Station Rise, York YO1 6GA

Office use only		
Eligibility Checked	Deposit Received	Key fob Issued
Suspense Code N° K886/8915		

BISHOPHILL TRAFFIC MANAGEMENT AREA

Notes for applicants for a Bishophill Area Residents' Access Key Fob

Eligibility

To be eligible for a key fob you will firstly need to be the householder at an address which is situated within the York (Bishophill) Restrictions of Driving Area which is shown on the attached plan. As a householder it is not necessary that you own or have use of a motor vehicle and you may allow a member of your household to use your key fob. Any member of your household who owns or keeps a motor vehicle at your address may, subject to certain conditions, also be issued with a key fob.

A resident in registered multiple occupancy premises may also, subject to certain conditions, be issued with a key fob.

Security

The resident's key fob is clearly a very valuable item as mis-use could potentially water down considerably the advantages of having an access control mechanism. To guard against this happening the following measures will apply:

- Deposit - all key fobs will only be issued against the payment of a £20 deposit. This will be returned upon the return of the key fob. This is to ensure that people who move from the area do not hang on to their key fob and use it to gain access to the area at a later time.
- Replacement - to guard against additional key fobs being obtained and sold on to those who should not have them, any key fob lost for whatever reason, will not be replaced without payment of an administration fee of £100. In the unlikely event that the same resident loses that key fob again the administration fee payable would rise to £200. A third and final replacement would only be issued on payment an administration fee of a £300.
- Abuse - should the key fob be used by persons who do not have legal authority to use it then the Council will withdraw that key fob from the registered holder