



Application for a Professional Carer's Badge

A COVERING LETTER from your employer stating duties provided in the community and a copy of staff's PHOTO ID BADGE must be provided each time.

Old Permit number if renewing: PC\.....

PART 1: Personal Details of Applicant

Title: (Mr, Mrs, Ms, etc):Surname.....

Forename(s)

Organisation / Dept. / Clinic or Practice Name and Address (Delete as appropriate):

.....

..... Postcode:

Telephone: Fax:

Email Address:

PART 2: Application Reasons and Details

Type of work undertaken with badge: (Please be as detailed as possible)

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.....

Number of badges required:

PART 3: Payment: Permits cost £52. Please tick payment option.

Cash/ Bank card/ cheque/postal order

Internal Cost Code (Brighton and Hove City Council payees ONLY)

Authorisation: Manager's name Signature

Department/ Section Cost Code:

PART 4: Declaration

I have read and understood the terms and conditions of the scheme. I agree to ensure that we will abide by these conditions. I understand that some or all of the badges may be withdrawn if I/We do not comply with the terms and conditions of the issue of the PCB. I declare that all information I have given is correct to my knowledge.

A professional carer's badge **cannot** be used to park outside my place of work (offices). There is no exception to this rule and you will be liable for a PCN if the badge is used for this purpose or any other purpose that does not involve directly caring for a person.

SIGNATURE:..... DATE:

General Data Protection Regulation (GDPR)

The Council is the data controller for purposes of the Data Protection Act 12018 and General Data Protection Regulation and is registered as a data controller with the Information Commissioner's Office (ICO) under registration number **Z5840053**.

Why we are processing your data

- We are collecting your data for the purpose of assessing eligibility for a Parking Permit and it may be used for the purpose of detecting or preventing fraud.
- The data is collected under the lawful bases of performance of a contract and a task in the public interest
- Your data may be shared with NSL as they operate and maintain the permit system and enforce the parking system, Council Tax Department, Corporate Fraud Department and Legal Services Department and may be used in connection with legal proceedings.
- Brighton and Hove City Council is part of a shared services arrangement with East Sussex County Council and Surrey County Council. For the purposes of counter-fraud and or litigation, it is possible that your data will be shared with either of these authorities should they be undertaking work on behalf of this local authority.
- We will hold your data for 2 years after you cease to have a parking permit, except in cases where legal proceedings may require it to be kept longer.

Your information rights

- You have the right to request a copy of the data we hold about you and to seek rectification of any data which is not correct
- To exercise your data protection rights, please contact the Data Protection Team on 01273 295959 or email us at data.protection@brighton-hove.gov.uk
- Brighton and Hove City Council has appointed a Data Protection Officer in conjunction with East Sussex County Council and Surrey County Council. To contact the DPO, use the form at this link: <https://www.brighton-hove.gov.uk/content/council-and-democracy/about-your-council/data-protection-officer-dpo>

Please attach proof of eligibility (see top of form)

**Please return this form together with your payment to:
Parking Information Centre, Hove Town Hall, Norton Road, Hove, BN3 3BQ
Opening Hours: Mon, Wed, Thu, Fri 9.00 – 16.30 and Tue, Sat 9.00 – 13.00**