



## Postal application for a Levy Payer Parking Pass 24/25 £7.50 each – 1<sup>st</sup> June 2024 to 31<sup>st</sup> May 2025 (for motor cars and motorcycles only)

The Malvern Hills Trust issues Levy Payer parking passes to residents of the town of Malvern and the parishes of Colwall, Guarlford, Malvern Wells, Mathon, and West Malvern who pay a levy to Malvern Hills Trust.

**Up to 3 passes can be purchased for vehicles registered to the levy address.**

### Proof of eligibility

**Please ensure you include the required 2 documents to avoid disappointment!**

- 
- Copy of the vehicle registration document (**V5C**) for each vehicle must be produced, each time a pass is requested or renewed.

**AND**

- Proof of applicant's address in the Levy area - current **council tax bill** (*we are unable to accept utility bills/ pension or bank statements*).

If you would like to purchase passes by post, please complete this form and send it, together with copies of your (**V5C**) and **proof of your address** as detailed above **and a stamped addressed envelope** (or if you prefer, please add an **additional £1 for postage**) to:

Parking  
Malvern Hills Trust  
Manor House  
Grange Road  
Malvern  
WR14 3EY

Payment should be made by cheque or by BACs quoting your **surname and the first vehicle registration number** (either on the back of the cheque or as the BACs reference). If paying by BACs, please use the following bank details:

### Malvern Hills Trust

**Sort Code: 30-95-41**

**Account number: 01728306**

**Thank you for your support. Please bear with us as we manage what is likely to be a very high number of requests for passes. We will aim to process all applications within 14 days but cannot guarantee that.**

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### Data Protection

The personal information provided on this form will be securely held and is subject to the provisions of the General Data Protection Regulations. The information, which will only be used to record your purchase and contact you in the event of any queries with your application, is confidential and will not be passed on to any other person or organisation. For further information on Malvern Hills Trust's privacy policy please see the website [www.malvern hills.org.uk](http://www.malvern hills.org.uk)



# Malvern Hills Trust

Name (block capitals) \_\_\_\_\_

Address (block capitals) \_\_\_\_\_

\_\_\_\_\_

Postcode \_\_\_\_\_

Email address \_\_\_\_\_

Telephone number (in case of queries) \_\_\_\_\_

Vehicle registration number(s) (max 3 vehicles) \_\_\_\_\_  
**(Please print clearly in BLOCK CAPITALS)**

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## Levy Payer Parking Pass 1<sup>st</sup> June 2024 to 31<sup>st</sup> May 2025

Total pass cost @ £7.50 each pass e.g. 2 passes £15.00 or 3 passes £22.50	
Add postage @ £1 (unless SAE enclosed)	£1.00
Total paid by BACS/cheque (please delete as appropriate) Total pass cost + £1 postage and admin cost (if no SAE)	
BACS reference (if required) Your surname and 1 <sup>st</sup> vehicle registration e.g. SmithAA11AAA	
BACS Payment date/date of cheque Cheques made payable to Malvern Hills Trust	

DATE \_\_\_\_\_ SIGNED \_\_\_\_\_

**Please enclose the following as proof of your address. We will return all copies of proof to you with your new pass.**

- **Car registration document (V5C)** for each vehicle
- AND**
- **Council Tax Bill**

**Failure to include the correct proof will result in a delay of the issue of your pass.**

www.malvern hills.org.uk / 01684 892002  
Malvern Hills Trust, Manor House, Grange Road, Malvern, Worcestershire WR14 3EY