

Licence Agreement

LICENCE AGREEMENT IN RESPECT OF CAR PARKING CONTROL - CAR PARKING AREA ATTACHED

SELF TICKETING SYSTEM

An agreement made the _____ day of _____ between _____ (The Client) of the one part and MINSTER BAYWATCH, P.O. Box 731, York YO31 7WP (The Company) of the other part.

SITE ADDRESS: PRIVATE CAR PARKING AREA ATTACHED TO _____

CLIENT ADDRESS: _____

1. Under this agreement Minster Baywatch grant The Client a licence to issue Parking Charge Notices in the name of Minster Baywatch within their private car parking area attached to _____ under the terms as set out in section 2 below for an initial period of 3 months. On completion of this period either party may terminate the agreement or, if both parties are in agreement, the service will continue indefinitely until terminated by either party giving one months written notice to the other at the address respectively indicated at the head of this agreement.
- 2 a. Minster Baywatch agree to grant The Client the right to control unauthorised and illegal parking in the areas set out in this agreement subject to the terms and conditions hereinafter appearing.
- 2 b. The Client together with their authorised representatives are granted permission to issue Parking Charge Notices within the above site under the following strict guidelines, or as determined by Minster Baywatch in writing at any time.
- 2 c. Method of Control. Unauthorised vehicles, illegally parked vehicles or vehicles identified by The Client or their representative may be issued with a Parking Charge Notice as supplied by Minster Baywatch. Parking Charge Notices will request a maximum payment of £60, reduced to £40 if paid within 14 days of issue.
- 2 d. The Client and their representatives agree to issue Parking Charge Notices under the following conditions :
 - The Parking Charge Notice must be completed fully with all details including the date the ticket was issued, the time of the alleged offence, the location of the car park, the patrol officer, the vehicle make, the vehicle registration and details of the offence.
 - Parts N°.1 and N°.3 must be placed in a waterproof document wallet as supplied by Minster Baywatch and attached securely to the vehicle's front windscreen on the drivers side.
 - Part N°.2 must be returned to Minster Baywatch.
 - Further information which may be useful to Minster Baywatch may be written on the back of part N°.2 only when this part has been separated from the two other parts.

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- 3 a. Minster Baywatch will administrate the settling of all Penalty Charge Notices issued on the site and will collect all monies, fees and charges for unauthorised parking from the owners, agents or otherwise of unauthorised or illegally parked vehicles.
- 3 b. Minster Baywatch has the right to cancel any Parking Charge Notice issued on the site within 14 days of issue even if the Parking Charge Notice was issued correctly and in accordance with the terms and conditions contained herein.
- 3 c. The Client and their agents have the authority to instruct the cancellation of any Penalty Charge Notice issued on this site, even if the Penalty Charge is applied correctly and in accordance with the terms and conditions contained herein. All requests to cancel a Penalty Charge Notice must be forwarded to Minster Baywatch in writing within 14 days of the date when the Penalty Charge Notice was issued.
- 3 d. £8.00 per Penalty Charge Notice will be paid to The Client for each payment received and cleared, payment will be made quarterly in arrears.
4. Minster Baywatch reserves the right not to pursue any outstanding Parking Charge Notice for whatever reason, this decision will be made by Minster Baywatch and no further communication will be entered into.
5. Any complaints arising out of any Parking Charge Notice issued under this licence will be dealt with by Minster Baywatch and the name of the issuing patrol officer or that of The Client or their representative will be deemed confidential and not passed onto the complainant. All complaints or claims relating to the issuing of Parking Charge Notices shall be referred forthwith to Minster Baywatch who shall deal with any complaints or claims efficiently.
6. The Client and their representatives hereby agree and undertake:
 - (a) Not during the currency of this agreement to enter into any similar agreement with any other party
 - (b) Not collect any monies from the Owners, Agents or otherwise of any vehicles issued with a Parking Charge Notice

MINSTER BAYWATCH

Signed _____ Dated: _____

THE CLIENT

Signed _____ Dated: _____