

## Haldon Forest Park Concession Scheme

### Applicant Guidelines

Haldon Forest Park Concession Scheme has been put in place in order to offer free parking facilities for those deemed eligible. Eligibility is established through a short application process, if an applicant is accepted they will be offered a yearly parking permit. Permits run from 31<sup>st</sup> March until 1<sup>st</sup> April although applications can be made any time during the year.

#### Who is eligible?

- Those people who are in receipt of disability benefits including Disability Living Allowance, Severe Disability Allowance or Attendance Allowance.
- Residential homes, day care centres, disability groups and special schools that will regularly visit the site.
- People living in areas that are listed in the lowest 20% of the 2004 Indices of Deprivation.
- Regular Volunteer at Haldon Forest Park
- Blue badge holders are welcome to apply but the above criteria will apply, if the application is unsuccessful blue badge holders will be required to pay for parking.

Each application will be reviewed individually and a permit provided upon a consensus of agreement by the Haldon Forest Park Team.

If you feel you are eligible and wish to apply for a concession car-parking permit you will be asked to complete a submission form and provide the relevant evidence. You can download the form electronically if you visit [www.forestry.gov.uk/haldonforestpark](http://www.forestry.gov.uk/haldonforestpark), pick up a form at the Rangers Office or request a form by calling the Forestry Commission on 01392 832262. Please return the form to Louise Bell at Forestry Commission, Buller's Hill, Kennford, Exeter, Devon EX6 7XR.

Once applications have been reviewed the successful applicant will be given their parking permit which will need to be displayed in the window of their vehicle during the time they are using the car park.

The permit is not transferable and may only be used by those parties and situations reviewed in the application process, misuse of the permit will result in the concession being revoked.

The concession permit is only valid in Haldon Forest Gateway Car Park and not in conjunction with any other offers or Forestry Commission sites.

Applications will be reviewed by Haldon Forest Park Team and therefore may take up to 21 days to process.

Applicants will be sent reminders nearing the expiry date of the permit and applicants will be required to reapply for the concession permit on an annual basis.

#### Monitoring

We will record the number of permits sent out and ask applicants how many times they think they will visit the site. The Forestry Commission will keep information and monitoring data which will be shared with Sport England and their partner agencies in accordance with the Data Protection Act.

For more information on this scheme please contact the Haldon Forest Park Manager: Louise Bell on 01392 834235 or pop into the Ranger's Office.

## Haldon Forest Park Concession Scheme

Please complete this form if you wish to be considered for the Haldon Forest Park Concession Scheme.

**\*Name:** \_\_\_\_\_

**\*Address:** \_\_\_\_\_

\_\_\_\_\_ **\*Postcode:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**\*Telephone no:** \_\_\_\_\_ **Mobile phone:** \_\_\_\_\_  
(\* Required information)

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**1. Are you in receipt of a disability benefit including the Disability Living Allowance, Incapacity Benefit or Attendance Allowance?**

Yes Please provide details / copy of evidence \_\_\_\_\_

No

**2. Are you applying on behalf of a Residential Home, Day Care Centre, Disability Group or Special School?**

Yes Please provide details / copy of evidence \_\_\_\_\_

No

**3. You may be entitled to the Concession Permit if you live in an area that is listed in the lowest 20% of the Indices of Deprivation 2004. Would you like us to check the address provided above against this list?**

Yes Please provide evidence that this is your main residence i.e copy of utility bill, driving licence, etc.

No

**4. Regular volunteer at Haldon Forest Park**

Yes (If yes please state the Ranger you work with.....)

No

**5. Please state any other details which you would like us to consider whilst reviewing your application for the Haldon Forest Park Concession Scheme?**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**6. How often do you think you will visit Haldon Forest Park with your concession permit?**

- Daily                       1 to 3 visits per week                       4 to 6 visits per year  
 4 to 6 visits per week     1 to 3 visits per month                       1 to 3 visits per year

**7. On average how many people will be in the vehicle each time you visit?**

- 1 to 2 people                       6 to 9 people                       16 to 20 people  
 3 to 5 people                       10 to 15 people                       20 people or over

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I confirm that the information provided above and the accompanying evidence is correct at the time of application.

Sign \_\_\_\_\_ Date \_\_\_\_\_



This information will be held on a database for use by the Forestry Commission and monitoring data will be shared with Sport England and those working on their behalf. We will hold this information for no longer than 2 years and will be kept in accordance with the Data Protection Act.

Please tick the box if you would like to be kept informed of any similar projects in the future.

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Please send your completed application form to:  
Louise Bell, Forestry Commission, Buller's Hill, Kennford, Exeter, EX6 7XR.  
Please note it may take up to 21 days for your application to be processed.  
If you have any queries please call 01392 834235 or email Louise.bell@forestry.gsi.gov.uk.

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**For Office Use Only**

Date Application Received:

Evidence Provided:

Permit Number:

Permit Expiry Date:

Date Permit Posted:

Staff Initials: