

PARKING PERMIT TERMS AND CONDITIONS FOR ELLAND ROAD CAR PARK

1. One Parking Permit per vehicle will be issued to a Customer (referred to as You in this document) upon clearance of payment. Payment is to be made by Bank Transfer quoting the relevant reference(s).
2. Where You are a blue badge holder **it is mandatory to display the blue badge alongside the Parking Permit.** Failure to do so will result in parking being revoked and You having to purchase a daily ticket on the day of parking.
3. If the bank transfer is not completed or is rejected at a later date, the Parking Permit will not be issued/will have to be returned immediately, and You will not be able to park in the Car Park.
4. West Yorkshire Combined Authority (WYCA) will not be liable for any delay in issuing a Parking Permit as a result of the processing of payment.
5. Replacement Parking Permits will be charged at a rate of £50 plus VAT. Should an original Parking Permit be located after a replacement Parking Permit has been issued this must be returned immediately to WYCA.
6. Parking Permits are **NOT TRANSFERABLE** (to either another person, company or vehicle), **must NOT** be duplicated or passed to anyone else to use and **MUST** be displayed **at all times**.
7. If You are found to be in breach of Point 6 above, you will be given the option to pay to park using the card payment collection machine or immediately leave site. The Parking Permit will be revoked and retained by the site agent with immediate effect, and You **will not receive any reimbursement of the costs paid** irrespective of the remaining duration of the Parking Permit. **WYCA reserve the right to report this matter to, and pursue this matter with, the appropriate authorities.**
8. Additional fees may become payable on the day of parking. For example, a coach (a vehicle with capacity that exceeds 20 (twenty) passengers in addition to the driver) using a minibus permit (a vehicle with capacity that does not exceed 16 (sixteen) passengers in addition to the driver) will be liable for the payment of additional costs, or anyone whose Parking Permit has been revoked will be required to make payment using the card payment collection machine to remain on site.
9. Further to point 8 above, WYCA reserve the right to refuse entry to the Car Park where a valid Parking Permit is not held. WYCA will not be liable or responsible to You as a result of taking this action.
10. Car Park Gates will open **three (3) hours** before scheduled kick-off time
11. WYCA do not guarantee available parking and parking spaces cannot be reserved. Parking will be allocated on a first come, first served basis. WYCA would recommend early arrival to avoid disappointment.
12. On-site staff will instruct You where to park. Anyone ignoring instructions from on-site staff may be removed from site. WYCA will not tolerate abuse or rudeness to staff and if this happens WYCA reserve the right to revoke Your Parking Permit. WYCA will not be responsible or liable to You as a result of taking such action and **reserve the right to commence a civil action should this behaviour occur.**
13. WYCA do not guarantee the safety or security of any property/vehicles whilst parked on the site. **Parking is at Your own risk.** WYCA will not be liable for any damage to, or theft from Your belongings left at the site.
14. Further to clause 13 should You identify any loss, damage to vehicles or have any other complaint or notification (i.e. that a lost item has now been located), kindly report the case **immediately** to the security agent on duty at the time and send photographic evidence within 24 hours to metroline@westyorks-ca.gov.uk or call 0113 245 7676. This allows WYCA to keep a record of the information provided should they be contacted for information by Your insurance company.

Please note that these terms and conditions are subject to change please visit our website at (<https://www.wymetro.com/corporate/annual-parking-for-elland-road-car-park/>) for the latest up to date version.

15. Vehicles must leave the site **within one hour** of the final whistle being blown or hooter sounding.
16. This Parking Permit remains the property of West Yorkshire Combined Authority, Wellington House, 40-50 Wellington Street, Leeds, LS1 2DE at all times and must be returned immediately on request.

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