

Parking Permit Terms and Conditions

See **Table 1** on page 3-4 for prices

1. Reference to 'us', 'we' and 'our' in these terms and conditions means University of Greenwich.
2. Reference to 'you' means the applicant / permit holder.
3. Permits are available for university employees, students, affiliates, and contractors.
4. Your application must relate to the campus you are either based at or parking on. Permits relating to halls of residence must only be used by students who are current residents. A waiting list may be used to restrict the number of permits issued.
5. The permit is valid at the campus / car park it is issued for and where applicable at other sites shown in **Table 1**.
6. Your permit is electronic. There is no vehicle disc to display. Where applicable, Blue Badges must be displayed.
7. You may register one or two vehicle(s) on the permit shown in **Table 1**, only these are valid for use. You must register any vehicle changes prior to parking via the permit system including temporary vehicles. Changes may be subject to approval.
8. Vehicle(s) registered on the permit must be used by you as named permit holder.
9. If you are a university employee the monthly cost of the permit is taken in in arrears from your salary commencing first salary after permit start date. Applications must be received by 10th of the month for permit to start that month. No payment deductions are made for part months.
10. If you are employed part time you are charged in proportion to your Full Time Equivalent (FTE) hours. Changes to your hours will result in an automatic adjustment from the first full effective month. Variable part time hours will be charged for the hours processed by Payroll that month.
11. Sickness / absence periods longer than 30 days will have payments refunded at the end of the absence period minus the first 30 days of absence.
12. Student and affiliate permits must be paid for online as part of the application process.
13. Pay-as-you-go (PAYG) permits require you to pay the relevant car park charge to cover each time you use that car park.
14. We reserve the right to vary permit fees and car park charges each year effective from 1 August.
15. All permits have an expiry date. Duration varies with permit type shown in **Table 1**.
16. Permits are subject to car park terms and conditions. These may be varied from time to time and are displayed on signage in car parks.

17. You may cancel the permit at any time. Refunds if applicable will be paid automatically to the card used. No refunds are provided on student permits for the period June to August. Applications for staff permits paid from salary will not be approved within three months of a cancellation.
18. We may withdraw the permit on grounds of your conduct, you leaving the university, changes to policy, or other reasons outside of our control.
19. Knowingly supplying false information, misuse of a permit, or misuse of a Blue Badge may lead to the permit being withdrawn and possible use of disciplinary action against you.
20. We reserve the right to vary these terms and conditions at any time.
21. Information provided is held securely in accordance with the General Data Protection Act please refer to our [Privacy Policy](#).

Updated 23-July 2024

Table 1: Permit Prices and Validity

Permit Type:	Price	Valid at:				No. of Vehicles (for 2 proof of owner required)	Expiry Date:
		Avery Hill Campus	Greenwich Campus	Devonport	Medway Campus		
Avery Hill							
Avery Hill Staff	£44 p.m.	Yes			Yes	2	3 years to 31-July
Avery Hill Affiliate	£44 p.m.	Yes			Yes	2	1 year
Avery Hill Student Village	£165 p.a.	Yes				1	1 year
Greenwich							
Greenwich Campus Staff	£55 p.m.	Yes	Yes	Yes	Yes	2	3 years to 31-July
Greenwich Campus Affiliate	£55 p.m.	Yes	Yes	Yes	Yes	2	1 year
Greenwich Campus EV (staff)	£0.00	Yes	Yes	Yes	Yes	2	31 July 2025
Greenwich Motorbike	£0.00		Yes			1	3 years
Greenwich On-Street (staff)	£55 p.m.	Yes		Yes	Yes	1	1 year to 31-July
Cutty Sark Hall (staff)	£55 p.m.	Yes		Yes	Yes	2	3 years to 31 July
Burney Street Car Park (staff)	£55 p.m.	Yes		Yes	Yes	1	1 year to 30-Sept
Devonport							
Devonport PAYG (staff/affiliate)	£0.00			Yes	Yes	2	31 July 2024
Medway							
Medway Staff	£33 p.m.	Yes			Yes	2	3 years to 31 July

Medway Pharmacy Staff	Salary band				Yes	2	3 years to 31 July
Medway Affiliate	£33 p.m.	Yes			Yes	2	1 year
Medway PAYG	£0.00				Yes	2	Up to 3 years
Medway Student	£138 p.a.				Yes	2	31 Aug
Medway Halls	£110 p.a.				Halls only	1	1 year
Generic							
Disabled	£0.00	Yes	Yes	Yes	Yes	2	Up to 3 years
Electric Vehicle	£0.00	Yes			Yes	2	31 July 2025