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The Resident
Flat 17
Overcliffe Mansions,
1-3 Manor Road
Bournemouth
BH1 3HA

Dear Resident,

30 September 2017

Re: Car Parking Management at Overcliffe Mansions

As you may be aware, Overcliffe Mansions has been having issues with regards to the parking. With the increased development in the area and lack of suitable parking from neighboring properties, some users have experienced problems with parking, forcing them to park off site.

In light of this, we have formally been instructed to manage the parking at Overcliffe Mansions.

Countrywide Parking Management Ltd have agreed for our wardens to patrol the car parks at least three (3) times per day, twenty four (24) hours a day, seven (7) days per week. This means that the car park will be patrolled regularly and any offending vehicles not displaying the correct permit or parked outside of the enclosed Terms & Conditions will be issued with a Parking Charge Notice (PCN).

Enclosed is your new Countrywide Parking Residents Permit to be displayed on the windscreen of your vehicle at all times. The permits need to be displayed with the graphics facing out so that the permit is clearly visible to our wardens from the outside of the vehicle.

The management of the car park is now the responsibility of Countrywide Parking Management Ltd and all parking issues are to be directed to us from 06/10/17. Should a resident discover an unauthorised vehicle parked, they are able to contact us on our 24 hour phone line 01202 287191 and select option 2 to report a vehicle where the nearest warden will be dispatched to attend.

The team at Countrywide Parking Management would like to take this opportunity to thank you for your co-operation in advance and look forward to working with you.

Yours sincerely

Countrywide Parking Management Ltd

Overcliffe Mansions - Parking Terms & Conditions

CPM will issue Resident Parking Permits - any previous permits issued will no longer be valid. The Residents Permits are to be displayed in a clearly visible position on your windscreen at all times.

Any vehicle not displaying a valid permit (whether it be known to be a resident's vehicle or not) and in breach of these terms & conditions, will be issued with a Parking Charge Notice (PCN).

Those residents with a garage are asked where possible to park in the garage or on the drive directly in front of their own garage.

No caravans/campervans allowed at anytime

No trading or storing of vehicles (covered vehicles) is permitted

Vehicles should park until the sign posted on the southern defence, including the space taken by the sign but never beyond that point.

All vehicles must be parked in a suitable parking space for the vehicle size so not to cause obstruction to other users of the car park.

No vehicles can be maintained, repaired or serviced on the premises

The agreed PCN charges are £100 if paid within 28 days of issue and reduced to £60 if paid within 14 days of issue.

All appeals and complaints to be directed to Countrywide Parking Management Ltd, Office 20, Watson House, 398 – 400 Holdenhurst Road, Bournemouth, Dorset, BH8 8BN Registered Company Number: 010327424 England & Wales

Replacement Permits (lost/damaged) may be requested via Countrywide Parking Management but will be chargeable at a rate of £30 + VAT.

Warden patrols will be completed a minimum of three (3) times per day, seven (seven) days a week day and night with no set times.

This parking permit may be withdrawn at any time.

Only one PCN may be issued in any one 24 hour period – cars parked in a bay for more than 24 hours will be issued one PCN for each 24 hour period they remain from the time of first being observed to be in breach of the terms & conditions.

CPM and the block management reserve the right to amend the terms & conditions of the parking at Overcliffe Mansions without prior consultation but will inform all residents of any agreed changes in writing before they are enforced.

CPM is a member of the International Parking Community (IPC) and abides by their strict code of conduct. CPM IPC Registration Number: COU0031

No estate agents, surveyors or visitors in general can make use of the parking premises without displaying a valid Resident Parking Permit.

Only one trader's van or vehicle can park Monday to Friday 8:30am to 5:00pm while clearly displaying the flat where are working in.

CPM is a member of the Information Commissioners Office (ICO) and are bound to strict rules with regards the handling of others personal information. Any personal information held by CPM will not be shared with any other party without written permission. Registration Number: ZA202577