

Parking suspension

Conditions of use

1. Suspension information

Definition of a parking suspension

A parking suspension is intended for use only by the applicant; it allows suspension of a specified bay or bays.

E-parking suspension permit

The display of a suspension permit is not required and we will not therefore issue you with a paper permit. The equipment our Civil Enforcement Officers use provides access to your suspension details for verification purposes.

2. Who can apply and noticed required

Anyone can apply for a parking suspension by registering through the Bromley permit portal.

- Applicants should submit their application for a suspension at least 3 working days before the required start date. The Council has a duty to assess the application prior to approval, which may involve visiting the location to identify the likely impact on residents and businesses. (Working days do not include Saturdays, Sundays or Bank Holidays).
- Where an application is received less than 3 working days before the start date, the suspension may not be approved by the start date.
- A suspension will only be valid when it has been authorised and confirmed by the Council. If a confirmation email has not been received, the applicant should not assume their suspension has been approved.
- If the suspension is for one or more vehicles, each vehicle registration mark must be recorded in the application. In circumstances where the vehicle registration numbers are not known, the name of the livery company must be recorded instead.

3. Prevention of fraud

The Council reserves the right to terminate the suspension at any time, possibly with immediate effect, but a refund of unused time may be given.

A Penalty Charge Notice may be issued and/or the suspension rescinded on failure to comply with any of the terms, or if the purpose of the suspension as set out in the application is not adhered to.

Your information may be shared with third parties such as APCOA for the purpose of processing a permit and the prevention of fraud. If you would like more information about how we use your data, please read our Privacy Policy - www.bromley.gov.uk/privacy which also contains guidance on submitting data protection requests and questions.

4. How long can I have a suspension for?

- A suspension will be approved for a maximum of 4 weeks only. If the suspension is required for a longer period, the applicant will need to reapply.
- The applicant is responsible for renewing an expired suspension and should allow at least 3 working days for processing the renewal application.
- If a suspension is no longer required, it can be cancelled through the applicant's account, however refunds cannot be given for periods of unused time.

5. Important information

Please note:

- Even if a suspension has been approved, the vehicle must be relocated if requested by a Civil Enforcement Officer, Metropolitan Police Officer, or a Council Officer. This will only happen in circumstances where emergency access is required or traffic flow is impeded.
- The Council is not responsible for any unauthorised vehicles parked in a suspended bay, but a Penalty Charge Notice may be issued in these circumstances.
- A suspension cannot be transferred from one location to another.
- Suspensions are not granted for preferential parking outside the applicant's own residence.