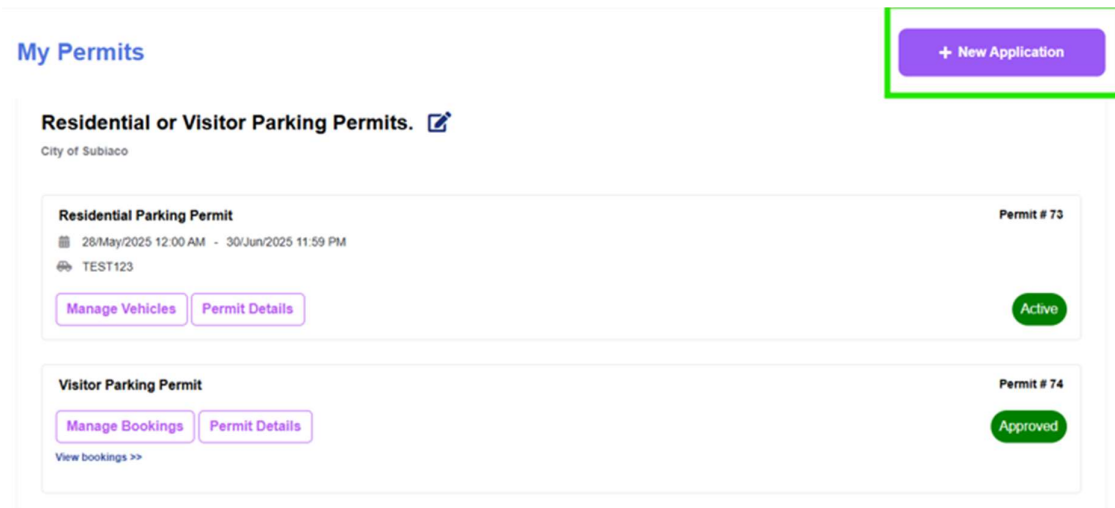


## HOW TO APPLY FOR TEMPORARY PARKING PERMITS

Each permit holder can apply for up to 20 Temporary Parking Permits per calendar year. These permits are each valid for a period of 24 hours.

Log in to your Digital E-Permit account via <https://subiaco.wa.gov.au> using your email address as your username and enter password.

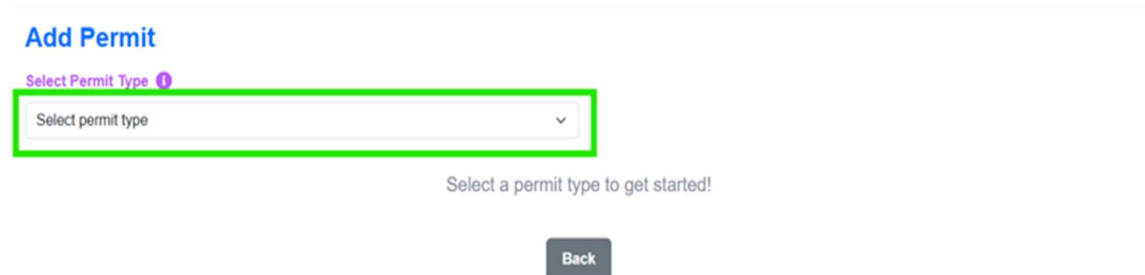
On the Home screen click on **+ New Application**.



The screenshot shows the 'My Permits' dashboard. At the top right, there is a purple button labeled '+ New Application' highlighted with a green border. Below this, the main content area is titled 'Residential or Visitor Parking Permits.' and includes the text 'City of Subiaco'. There are two permit cards:

- Residential Parking Permit** (Permit # 73): Valid from 28/May/2025 12:00 AM to 30/Jun/2025 11:59 PM, with license plate TEST123. It has buttons for 'Manage Vehicles' and 'Permit Details', and a green 'Active' status indicator.
- Visitor Parking Permit** (Permit # 74): It has buttons for 'Manage Bookings' and 'Permit Details', and a green 'Approved' status indicator. Below it is a link 'View bookings >>'.

**Add Permit.** Click on **Select Permit Type** box and choose - **Residential and Visitor Parking Permits.**



The screenshot shows the 'Add Permit' form. At the top, there is a blue header 'Add Permit'. Below it is a purple label 'Select Permit Type' with an information icon. A dropdown menu is shown with the text 'Select permit type' and a downward arrow. Below the dropdown, there is a grey button labeled 'Back'.

## Add Permit. Click **Select** under **Temporary Parking Permit – Year**.

**Add Permit**

Select Permit Type

Residential or Visitor Parking Permits

Residential and Visitor Parking Permits are only available for residents of the City of Subiaco. Only one account is required per property.

**Residential Parking Permit**  
\$ 10  
PROD Copy - 3 day renewal. Residential Parking Permits are issued where there is a shortfall of parking to accommodate the number of vehicles kept at the property on a fulltime basis. A valid permit will allow a vehicle to overstay the signed time restriction.  
[Select](#)

**Residential parking permit - Renewal 2**  
\$ No charge  
Residential Parking Permits are issued where there is a shortfall of parking to accommodate the number of vehicles kept at the property on a fulltime basis. A valid permit will allow a vehicle to overstay the signed time restriction.  
[Select](#)

**Residential parking permit - Renewal 3**  
\$ No charge  
Residential Parking Permits are issued where there is a shortfall of parking to accommodate the number of vehicles kept at the property on a fulltime basis. A valid permit will allow a vehicle to overstay the signed time restriction.  
[Select](#)

**Residential Parking Permit [Renewal Test]**  
\$ No charge  
Test  
[Select](#)

**Residential Parking Permit 10 Registrations**  
\$ No charge  
ADMIN DEFINED DATES 3 Days. Residential Parking Permits are issued where there is a shortfall of parking to accommodate the number of vehicles kept at the property on a fulltime basis. A valid permit will allow a vehicle to overstay the signed time restriction.  
[Select](#)

**Second Visitor Parking Permit**  
\$ 35  
Application for a Second Visitor Parking Permit can only be made if you have already applied for a Visitor Parking Permit. This Second Visitor Parking Permit is available upon application and payment of the \$35 fee. Visitor Parking Permits cannot be used by residents on their own vehicles.  
[Select](#)

**Temporary Parking Permit 2025**  
\$ No charge  
A maximum of twenty Temporary Parking Permits are available per calendar year and are each valid for 24 hours.  
[Select](#)

**Visitor parking permit - Renewal**  
\$ No charge  
Visitor Parking Permits are for short-term use for visitors to a residential property. Visitor Parking Permits cannot be used by residents on their own vehicles.  
[Select](#)

[Back](#)

A **Create Application** will display with the permit's terms and conditions, and once read, at the bottom **tick box to agree**, then click **Submit**.

j. To the extent permitted by law, CITY OF SUBIACO's total liability to you arising out of or connection with these Permit Terms and/or your use of the Car Park will be limited to an amount equal to or a refund of the Parking Permit fee.

k. If any warranty or condition implied into these Permit Terms by the Australian Consumer Law or other legislation, our liability for any breach of such warranty or condition is limited to the re-supply of the services or a refund of the Parking Permit fee.

l. We may remove your vehicle from the Car Park if we reasonably believe that it has been abandoned, if it is illegally parked or blocking any road, laneway, access, or car bay or if it is parked in a disabled bay without a valid disabled parking permit or for an unreasonably prolonged period of time.

m. The Permit Terms apply in addition to any other terms and conditions that may be displayed at the Car Park from time to time but if there is any inconsistency, these Permit Terms prevail to the extent of the inconsistency. Our employees or agents at the Car Park are not authorised to vary or waive any Permit Terms.

n. If any of the Permit Terms are void or unenforceable, the offending part will be disregarded and will not affect the remaining part.

o. We reserve the right to change the Permit Terms from time to time for future bookings. If Permit Terms are amended, the updated Permit Terms will be available.

5. **Non-Compliance**

Any non-compliance with or breach of the Permit Terms by you may result in:

- the immediate cancellation of the Parking Permit by CITY OF SUBIACO, after which the Parking Permit will be invalid; and/or
- you being issued a parking infringement (as liquidated damages for a breach of the Permit Terms), for parking a vehicle in:
  - a car bay type which is not permitted by the Parking Permit.
  - a car bay marked as a disabled parking bay without a valid Accessible Parking Permit or without displaying a valid Accessible Parking Permit.
  - the Car Park which not registered to the relevant Parking Permit.
  - the Car Park if your Parking Permit has expired.
  - any "no stopping" zone within the Car Park.
  - a time-limited parking bay, for longer than the stipulated allowable time; and/or
  - a manner which blocks any road, laneway, access, or other car bay.

You acknowledge and agree that you are required to pay any infringement issued in accordance with this clause. The value of infringements under this clause shall be the amounts set by and/or prescribed by Fines Victoria.

6. **Contact**

If you would like to discuss any aspect of this Application, you may contact CITY OF SUBIACO Parking at [city@subiaco.wa.gov.au](mailto:city@subiaco.wa.gov.au)

**By proceeding with this Application, you agree that you have read, understood, and will comply with the Permit Terms.**

**A Parking Permit is valid for the period stated and any renewals are the responsibility of the permit holder. Email reminders to renew will not be sent to permit holders.**

I agree to the terms & conditions

[Back](#) [Save for later](#) [Submit](#)

This box will then appear to confirm **Application Received**

## Application Received

Permit ID: 76

Your application has been successfully submitted and is now under review by our team.

You will be notified via email once reviewed.

[Click here](#) to check your permit status.

Done

Click **Done**. You will be then redirected back to your home screen.

Temporary Parking Permit – Year will now show **Application Pending** until permits are **Approved**.

### My Permits

+ New Application

#### Residential or Visitor Parking Permits.

City of Subiaco

##### Residential Parking Permit

Permit # 73

📅 28/May/2025 12:00 AM - 30/Jun/2025 11:59 PM

🔑 TEST123

Manage Vehicles

Permit Details

Active

##### Visitor Parking Permit

Permit # 74

Manage Bookings

Permit Details

Approved

View bookings >>

##### Temporary Parking Permit 2025

Permit # 76

Permit Details

Application Pending

View bookings >>