



**Belváros-Lipótváros
Közterület-felügyelet**

1054 Budapest, Bajcsy-Zsilinszky út 34.
Tel: 872-7593, Fax: 872-7688

REQUEST FORM

For application of a residential pass and/or parking permit, valid in the area of Belváros-Lipótváros, district V. of the City of Budapest

VEHICLE DETAILS:

Vehicle's registration number:
Vehicle's make:
Vehicle's total weight (section "F1" in Hungarian registration):
Vehicle's emission standards category (section "V9" in Hungarian registration):
Vehicle's roadworthiness certificate valid until (back page of registration certificate):

REQUESTOR'S PERSONAL DETAILS:

Name:
Place & date of birth:
Registered permanent address:
Mother's maiden name:

CONTACT DETAILS:

Phone number:
E-mail address:

TYPE OF ENTITLEMENT:

KEEPER/OWNER OF VEHICLE	
EXCLUSIVE USER OF COMPANY CAR	
DIPLOMATIC STATUS	
OTHER (REPLACEMENT, LEASE, LONG-TERM RENT)	

AT THIS ADDRESS IT IS THE:

FIRST (ONLY) CAR	
SECOND CAR	

IF YOU WANT YOUR PERMIT SENT TO A DIFFERENT ADDRESS:

REQUIRED MANDATORY DOCUMENTS TO BE ATTACHED:

- copy of registration certificate (both sides);
- copy of address card (both sides);
- signed declaration (on reverse side);
- in case of outstanding penalties, proof of payment of said (copy of paid postal check or transfer receipt);
- for second car at the same address, proof of payment of second car's fee (copy of paid postal check or transfer receipt)

in addition for company cars:

- employer's certificate of exclusive use;
- certificate of lease or long-term rent, if employer is not the owner of the car;
- copy of specimen signature, with the signature of the person who signed the employer's certificate;
- copy of specimen signature from leasing company, if car is leased



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D E C L A R A T I O N

- My request for the parking permit is based on the conditions regulated in the decrees “Budapest Főváros Közgyűlésének 30/2010. (VI.4.) rendelete” and „Belváros-Lipótvárosi Budapest Főváros V. kerület Önkormányzata 31/2008. (XI.19.) rendelete”
- I declare under penalty of perjury that, at the time of handing in my application, *according to the records of any and all parking operators in Budapest* with regards to the vehicle for which I request the permit for, I do not have any unpaid and undisputed parking penalties older than 30 days.
- **I understand and accept that an incomplete request form, missing mandatory attachments as well as parking penalties will exclude me from obtaining the permit.**
- **I undertake to report the loss, theft or destruction of my parking eligibility sticker within 5 working days to the issuing body (Customer Service Desk of Belváros-Lipótváros Közterület-felügyelet) and submit a new request for parking permit.**
- **I undertake that if during the validity of my permit I sell or deregister the permitted vehicle, change its registration number, or change my registered permanent address, I will return the parking eligibility sticker within 5 working days to the issuing body (Customer Service Desk of Belváros-Lipótváros Közterület-felügyelet).**
- **I will affix the eligibility sticker to the permitted vehicle’s front windshield so that it can be clearly seen and checked from outside.**
- I, the undersigned, declare under penalty of perjury that all the information provided in my application is complete and correct.
- I give my consent to Belváros-Lipótváros Közterület-felügyelet to contact me on my email address with important information, notices or options on how to renew my permit.
- I give my consent to Belváros-Lipótváros Közterület-felügyelet to handle my data according to GDPR of the European Union.

Budapest, 20..... year month day

.....
signature

PLEASE NOTE THAT THE PARKING PERMIT DOES EXCUSE YOU FROM ABIDING BY RULES OF THE ROAD!
THE PERMIT IS ONLY VALID WITH THE STICKER AFFIXED TO THE FRONT WINDSHIELD, BY ITS OWN ADHESIVE!
(IN ORDER TO MAKE CONTROL EASIER, PLEASE AFFIX THE STICKER TO THE BOTTOM RIGHT CORNER OF THE WINDSHIELD IN A CLEARLY VISIBLE WAY, FROM THE INSIDE OF THE VEHICLE.)



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CERTIFICATE OF ENTITLEMENT TO USE COMPANY CAR

For the application of a residential pass & parking permit, based on the contract between the employer and the employee

I, the undersigned(employer's name)
acting on behalf of.....(company's
name & address) certify that the vehicle with registration number.....is used
exclusively by.....(name), employee of said company.

This certificate is valid until day month 20..... year, or until withdrawal (please fill in **or** underline).

.....
employer (authorised signature)

.....
exclusive user of vehicle

DECLARATION OF LEASE / LONG-TERM RENT AGREEMENT

For the application of a residential pass & parking permit, based on the contract between the employer and the employee

We, the undersigned, declare under penalty of perjury that the vehicle which the parking permit is requested for, is operated under a lease/long-term rent agreement.

.....
employer (authorised signature)

.....
lessor (authorised signature)