

## FULL TIME MONTHLY CAR PARKING APPLICATION

Below fields must be completed in full:

**Full name** \_\_\_\_\_  
**Email address** \_\_\_\_\_  
**Home address** \_\_\_\_\_  
**Contact number** \_\_\_\_\_  
**Company/Business name** \_\_\_\_\_  
**Office hours contact number** \_\_\_\_\_  
**Vehicle registration** \_\_\_\_\_  
**Commencement Date** \_\_\_\_\_

## NATIONAL CONVENTION CENTRE CANBERRA CARPARK TERMS & CONDITIONS (FULL TIME)

### General

Vehicles are only accepted for parking and persons may only enter these premises on the following conditions, subject to any provisions, any of which cannot be excluded under the Trade Practices Act 1974 (as amended) or any similar legislation.

- The proprietor shall not accept responsibility, and shall not be liable notwithstanding any negligence on its part, for the loss of and/or damage to any vehicle (including part thereof or accessories or contents or goods or articles left therein) however occurring while on the car park premises. The proprietor shall not be liable for any errors of judgement or for matters arising from the doing or failing to do anything negligent or otherwise in relation to the activities and keeping of the car park.
- Notwithstanding any negligence on its part or on the part of its employees, servants or agents or on the part of other persons referred to in these conditions of entry, the proprietor shall not accept responsibility and shall not be liable for any injury or damage (no matter how or why it occurred) done to or suffered by any person on the proprietors' premises.
- The proprietor shall have the right in trust to move, park, drive, or have towed away any vehicle left on the premises for parking or otherwise.
- The proprietor shall have the right to refuse entry to the premises of any vehicle or person that it, in its absolute discretion, thinks fit.
- The proprietor reserves the right to restrict access to the car park from time to time. The proprietor will give a minimum of 10 working days written notice should this need arise.
- The proprietor shall not be responsible for any such loss or damage (no matter how or why it occurred) of any such goods left at the proprietor's premises, or in the customer's vehicle. Shall any person leave the goods or property of any person in a vehicle left with the proprietor for parking for any purpose and in the event of them doing so they shall indemnify the proprietor against the loss of or damage to said goods or property and cost of claims, demands, actions, and suits by each other person whether such loss or damage shall happen from the action of the proprietor or otherwise.

- The proprietor may permit the exit of any person in charge of or driving a motor vehicle, and although the ticket must be produced to the proprietor, does not undertake that the vehicle will not be removed without this ticket being presented. The proprietor shall not be liable for the loss of or damage to any vehicle being removed from the premises without a proper ticket being produced.
- No variations of these conditions will bind the proprietor unless in writing signed by the National Convention Centre Canberra General Manager.
- The term "premises" shall include all that property constituting the carpark, including the entry and exit ramps at the National Convention Centre Canberra.
- The term "proprietor" shall include the National Convention Centre Canberra, and its employees, or agents involved in or associated with or performing any functions in connection with the operation of the carpark.
- Parkers may park on any level in any available space. Unless space is labeled reserved by the proprietor. Parking space is subject to availability.
- You must display a valid pass to park in a reserved parking space for handicapped patrons otherwise your car may be towed at your expense.

## Charges

- Monthly parkers are charged a set amount per month. The NCCC reserves the right to adjust this amount and will give monthly parkers three weeks' notice of any increase. The monthly parking fee effective 1 November 2019 is \$262.50.
- Parking arrangements commence at the beginning of the month and are for full calendar months.
- Parker who joins part way in to the month a rate of \$15/day will be charged for the remaining working days of the month or the full monthly rate. Whichever is the lower amount will be charged.
- All accounts will be charged by credit card deduction unless written notice of minimum 3 weeks' notice is provided for suspension or cancellation
- If a credit card charge declines, or cannot be processed for whatever reason, the parking card will be blocked until payment has been made.
- A charge of \$20.00 will apply to issue a replacement card.
- A parking deposit of \$262.50 fee is required upon application, deposit will be refundable once cancelled and parking card returned. The refund will take up to 14 working days to be refunded to your credit card

## Cancelling and suspending car parking arrangements

- Cards remain the property of the NCCC and must be returned when cancelling the parking arrangement. The customer will retain the card during a suspension of their car parking arrangement. The National Convention Centre Canberra will render the card inactive until the suspension period concludes.
- Car parkers who wish to cancel or suspend their parking must give minimum three weeks' notice in writing or they will be charged for the month.
- The effective cancellation date must be the day of when parking is no longer required
- Card can be returned at the drop box of the exit gate, handed over to the Reception or by post to 31 Constitution Avenue, 2601 City, ACT

## Modification of these terms & conditions

- The National Convention Centre Canberra reserves the right to modify these terms & conditions by providing written notification with three weeks' notice to monthly parkers.

### I hereby acknowledge that I have read and understood the above terms and conditions:

- I hereby apply to the National Convention Centre Canberra (NCCC) for a monthly car parking space for the vehicle nominated in this application at the rate of \$262.50 per month, rate is subject to review as stipulated in the parking terms and conditions
- I am aware the permit to park is granted subject to the parking terms and conditions included with this application. I acknowledge and hereby accept these conditions.
- To suspend or cancel my car parking arrangements, I will give a minimum of three weeks' written notice and will return my car parking card to the NCCC reception.
- I understand payment will be deducted from my credit card on a monthly basis, unless I provide the written notice on suspension or cancellation as stipulated in the parking terms and conditions
- Once activated, I acknowledge that the card issued is non-transferable.

**Applicant's signature** \_\_\_\_\_ **Date** \_\_\_\_\_

I hereby authorise the National Convention Centre Canberra to process authorised charges to the credit card below.

**Credit Card Number** \_\_\_\_\_ **Expiry Date** \_\_\_\_\_

Please tick:

MasterCard     Visa     American Express     Diners Club

**Card holders name** \_\_\_\_\_ **Signature** \_\_\_\_\_

**Total monthly charge amount (including MSF)** \_\_\_\_\_

Visa and MasterCard payments incur a merchant service fee (MSF) of 1.5%, American Express and Diners Club payments incur a MSF of 3%.

**Please return completed form to:** National Convention Centre Canberra Reception Desk

*The information in this document is private, confidential and proprietary and intended for the exclusive and internal use of the addressee only unless otherwise stated.*

### How did you hear about us:

Radio     Billboard     Website     Other (please specify): \_\_\_\_\_

**For enquiries and further information please contact:** [nccc.reception@ihg.com](mailto:nccc.reception@ihg.com)

Office use only: Card number \_\_\_\_\_ Staff initial \_\_\_\_\_

Deposit amount \$ \_\_\_\_\_ Application date \_\_\_\_\_ Staff initial \_\_\_\_\_