



REPLACEMENT PERMITS

- If a permit is lost, stolen, damaged/spoiled or undelivered then you will need to obtain a replacement.
- The replacement permit will be valid until the expiry date of the original permit.
- There is an administrative fee of **£7.50** payable in advance.
- Replacement permits cannot currently be processed by using the on-line facility, however we are working hard to bring this service to you shortly.
- Stolen permits – please report this to the Police and provide our office with the relevant Crime Reference Number.
- Penalty Charge Notices will be issued to any vehicle displaying a permit already reported as lost, stolen, damaged/spoiled or undelivered.
- In order to minimise potential fraudulent use of the scheme, limitations on duplicate/replacement requests may apply.