

Parking Licence Agreement

No. 000001

The Parking Licence Agreement ("Agreement") is entered into between

The Agent:

West of Haven Ltd

4th Floor

Lawford House

Albert Place

London, N3 1QB

Tel: 07974 355 561

Hereinafter referred to as "Agent"

The Parking Space User:

XXXXXXXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXXXXXX

XXXXXXXXXXXXXXXXXXXX

e: XXXXXXXXXXXXXXXXXXXX

Tel: XXXXXXXXXXXXXXXX

Hereinafter referred to as the "Licensee"

Both parties agree as follows:

1. The Licensee agrees to pay a quarterly licence fee of £xx-xx to the Agent on behalf of the Licensor **for exclusive use of BAY xxxx in the car park located at:**

XX

2. This agreement will commence on xxxxxxxxxxxxxxxxxxxx. Either party giving 28 days in writing to the other at any time shall terminate this agreement.
3. Payment is to be sent to the Agent on the **1st day of each quarter April, July, October & January** and must be received within 7 days of that date. Failure to do so may result in this agreement being terminated with 7 days notice. Any outstanding account balance may be sent to a collection agency within 14 days of such termination for which additional charges may be added to the balance. It is the Licensee's responsibility to ensure payment is made on time; late payments will incur a £15.00 penalty charge.
4. The Agent certifies they have been instructed by the supplier of the parking space, the Licensor, and acting in good faith has full authority to execute this agreement. This agreement replaces any previous agreement in place for this parking space.
5. In the event the parking space is rendered unfit for the Licensee's use by obstruction, damage or other reason, this agreement will immediately terminate and no licence fee shall accrue from the date of such obstruction etc.
6. Unauthorised parking in the licensed spaces is not deemed to be an obstruction under part 6 for the purpose of this agreement. While the Licensor cannot be held responsible for unforeseen parking actions of other car park users, we will make every effort possible to assist with the resolution of any unauthorised parking. Any problems with usage of your parking spaces must be reported to the Agent as soon as possible.

7. The Licensee must maintain the security of the environment (building complex, parking garage etc) they are permitted access to and to maintain the condition of the parking space (For example; any oil leakage from their vehicle is their responsibility and damage must be rectified at their own cost). The Agent reserves the right to deduct money from the deposit held to pay for the rectification of any damage or markings to the parking space that occurs during the licensed period.
8. The Licensee acknowledges they are parking their vehicle at their own risk and neither the agent nor the licensor will be responsible for any damage that occurs to the vehicle during the agreement period.
9. Any parking permit supplied with the parking space must be displayed by the vehicle using the space at all times. Failure to do so may result in the vehicle being issued with a Parking Charge Notice. The agent will not be held liable for any charges associated with such action being taken.
10. The Agent cannot be held responsible for any failure of access equipment for the car park shutters/gates/doors etc in the car park. All problems will be reported immediately to the Licensor of the space and the Agent will keep the Licensee updated with information regarding any repair work. The Agent, at their discretion, may make arrangements for the Licensor to use another parking space nearby if any are available or pay for parking in an alternative car park.

Signed:

Agent:

Date: _____

Licensee:

X *xx* _____

Date: xxxxxxxxxxxxxxxxxxxxxxxx

Please set up a Standing Order to the following bank account as requested in your covering letter to:-