



Business Pass Cards

Applicant Name: _____

Debtor No. (Officer Use Only): _____

No. of pass cards required _____

1. Terms and Conditions of use:-

- a. A \$120.30 (incl. GST) fee for each pass card is to be made payable prior to issue.
- b. If lost or stolen pass cards, you must pay a \$120.30 replacement fee and contact Town of Port Hedland on 9158 9300 to have lost or stolen card suspended.
- c. If pass cards are no longer needed please return to Town of Port Hedland where you will be issued your final invoice.
- d. Each pass card is and remains the property of the Town of Port Hedland.
- e. Account holders are responsible for the management of their own use of pass card.
- f. Each pass card will have an anti pass back function activated to prevent misuse. This means you cannot pass back to swipe another car in; you can only swipe in and out.

Account holders agree to be bound by these conditions. The Town of Port Hedland reserves the right to refuse access to any of its car parks if the account is in arrears at any time. The Town of Port Hedland may then at its discretion apply daily rates to the account until paid in full.

2. Correct procedure for the use of your Business Pass Card:-

- a. Swipe your card at the reader at the car park entry. Do not pull a ticket!
- b. At the end of your stay in the car park, swipe your card at the reader at the car park exit.
- c. You must swipe your card even if the barrier is raised.

If you fail to follow this procedure, your card will become 'Out of Sequence'. If this happens, you will need to press the 'Help' button and speak to a Ranger to have the card reset. This will delay not only yourself, but also other car park users.

3. Preventing Damage to your Business Pass Card

- a. Do not leave your pass card in your vehicle as excessive heat will warp the card.
- b. Do not cut or bend your pass card



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Fee Structure:	
<i>Short Term Parking</i>	
0 - 30 minutes	Free
30 minutes - 1 hour	\$2.00
Per Hour Thereafter	\$2.00
<i>Long Term Parking</i>	
Per Day or Part Thereof	\$15.00
More than seven (7) days	10% discount
<i>Damaged ticket fee (plus standard parking fee)</i>	
During staffed hours	\$10.00
After hours	\$75.00
<i>Lost Ticket Fee</i>	
Upon assessment to determine if parking fees can be calculated	\$120.00 (no parking fees)

For more information on the use of the Business Pass Card and terms and conditions please contact Town of Port Hedland on 9158 9300.