



PARKING PERMIT PROGRAM INFORMATION SHEET

NANAIMO DISABILITY RESOURCE CENTRE
#2-4166 Departure Bay Rd.
Nanaimo, BC, V9T 4B7
Monday – Friday:
8:30am – 4:00pm

Tele: 250-758-5547
parking@ndrc.info
www.ndrc.info

Charity Reg. #
128031721RR0001

PERMITS

You have been issued a:

Permanent Disability Permit

- Issued for 3 years when the medical professional believes there will be no improvement in your condition – the mobility impairment will always exist.

Temporary Disability Permit

- Issued for 6 months or 1 year for individuals who have a temporary disability which is expected to improve or heal over the short term by natural healing, treatment, therapy or surgery.

Both Disability Permits:

- The permit expiry date is always on the last day of the month indicated on the permit.

RENEWALS

- Permanent Disability Permits must be renewed every 3 years; you **DO NOT** need re-authorization by a registered medical professional.
- Temporary Disability Permits are issued for 6 months or 1 year; you **DO** require re-authorization by a registered medical professional in the box provided on the renewal letter.
- Both Disability Permits:
 - A renewal letter is mailed approximately 1 month prior to the expiry date. It is your responsibility to advise NDRC of any changes in your mailing address, phone number and/or email address as soon as possible by phone, mail or email.
 - Once the renewal is complete the old parking permit is no longer valid. **All expired permits must be returned to NDRC.**
 - If the old permit has been expired for one year or more, you will need to re-apply.

LOST / STOLEN PERMITS

- A Permanent Disability Permit will be renewed for 3 years. A Temporary Disability Permit will be replaced and will only be valid until the expiry date of the original or lost permit.
- A replacement fee of \$23 or \$25 (if you wish permit to be mailed) applies.
- To avoid theft when leaving a vehicle please ensure that the doors are locked and the windows secured. If you are not parking in a designated stall, be sure the permit is kept out of sight.

PROCESSING FEES & RECEIPTS

- Effective January 3 2017. The \$23 or \$25 (if you wish the permit to be mailed) processing fee covers the costs associated with the program including expenses such as the cost of permits, postage, handling and processing, etc.
- The receipt for the placard is not eligible as a medical expense for income tax purposes. If a donation is included with the fee, NDRC will mail a receipt for income tax purposes only if requested.

PERMIT VALIDITY

- Permits issued by NDRC are valid throughout the province of BC, all of Canada, most parts of the U.S. and Europe. If you plan to use it in a community other than Nanaimo, check with the City Hall or By-law office of your destination for the local rules and regulations.
- The FIA Guide for the Disabled Traveler provides basic information on the use of an NDRC Parking Permit in many locations around the world. Go to: www.disabledmotorists.eu.
- Some of the location pages have a “Disabled Visitor” notice that can be printed and used in conjunction with your parking permit.
- Visitors to the UK must check with the local authorities at their destinations as not all localities recognize overseas parking permits.



PROPER USE OF YOUR PERMIT

- It is a **PRIVILEGE NOT A RIGHT** to have a permit. The permit is the property of NDRC and can be revoked if in the opinion of NDRC the permit holder is not taking proper care of the permit – i.e. **multiple reports** that the permit has been lost or stolen. Any demonstrated abuse or misuse of the placard may also result in the placard being cancelled. This includes altering, defacing, duplicating or tampering with the permit, or allowing someone other than the permit holder to use the placard. There is **ZERO** tolerance of parking placard abuse. And remember, **NOT ALL DISABILITIES ARE VISIBLE**.
- When parking in the designated stall, the permit must be hung from the rear view mirror, placed on the dash or attached to the lowered visor. The permit number, expiry date and wheelchair symbol must be easily readable from outside the vehicle. Do not park in an extra-wide wheelchair stall if you do not require the use of a wheelchair unless it is the only stall available. **IT IS A MOTOR VEHICLE OFFENSE TO DRIVE WITH YOUR PARKING PERMIT HANGING FROM YOUR REAR VIEW MIRROR.**
- The permit can be used in any vehicle whether or not the permit holder is the owner or driver, but only when the permit holder is getting out of the parked vehicle. **It must not be used by anyone else**, even if he or she has a mobility impairment. If the permit holder remains in the vehicle while a companion is running errands, a designated spot **may not** be used. And if you do not need the designated spot on a “good” day, please leave it for someone with a greater need.
- The placard does not guarantee a parking space and does not exempt the user from obeying other parking laws, parking charges or from paying appropriate parking fines. Invalid permits are subject to enforcement and towing, and the permit holder is totally and solely responsible for all the costs incurred. Private parking lots and mall parking are enforced by the business or mall management.
 - A vehicle parked without a visible authorized permit in an on-street parking stall designated for the disabled may be ticketed and fined.
 - A vehicle parked without a visible authorized permit in a private or commercial parking stall designated for the disabled may be towed.
- The permit holder must produce ID to enforcement officers upon request to confirm their identification and status as a valid parking permit holder.
- The placard is null and void upon the permit holder’s death. Relatives, friends and caregivers are **prohibited** from using the placard and must return it to NDRC within 30 days.

VISITORS FROM OUTSIDE CANADA

A parking permit from a visitor’s country of origin is valid throughout Canada.

If the visitor does not bring his or her parking permit from their home, a temporary permit may be issued at a cost of \$23 Canadian. A doctor’s authorization is not required though a local address is. The visitor will need to present official documentation from the issuing agency of his or her country of origin which identifies him or her as a current and valid parking permit holder.

PARKING IN NANAIMO

Your parking permit must be properly displayed and you must obey any posted time limits.

You **MUST PAY** to park in disabled parking stalls at these locations in Nanaimo:

- All Robbins parking lots
- Nanaimo Regional General Hospital
- Nanaimo Airport
- Both BC Ferry Terminals
- Downtown Waterfront Parkade

You may **PARK FREE** at the following City of Nanaimo parking locations. The ticket dispenser will say “Robbins”, but these are **City** parking places:

- All City parking meters
- Bastion Street Parkade
- Convention Centre Parkade
- Harbour Front/Port Theatre Parkade
- Maffeo Sutton Park
- The 3 City parking lots on Cavan Street, Selby Street and the one at Wallace & Wentworth Streets

In City parking locations, you don’t have to be in the designated spot as long as your permit is displayed.

- You may **PARK FREE** at Vancouver Island University.