

Our Ref: Bushey Village
Telephone: 0208 207 2277
Email: cpz@hertsmere.gov.uk
Date: 19 June 2026

«Number» «Road»
«Area»
«Postcode»

Dear Resident

New Permit Parking Zone BV

We are writing to inform you regarding the newly introduced Controlled Parking Zone in your road, (Zone **BV**.) If you wish to apply for a permit for your own vehicle or for visitors you will need to set up an online account to apply for permits.

Permits that can be applied for;

Resident parking permit - this will be a **virtual (paperless)** permit.

Annual Visitor parking permit – You can apply for a **virtual (paperless)** permit or a **paper permit** version.

Resident visitor parking permit – You can apply for a **virtual (paperless)** permit or a **paper permit** version (visitor vouchers)

How to apply:

Online at www.hertsmere.gov.uk – Parking – Buy Permits Online – Apply for or renew your permit

You will need to create an account, once the account is created, you will receive an email to activate your account. The following documents are required to be uploaded to successfully activate your account –

- A utility bill confirming your address (within the last 6 months)
- Vehicle Registration Document confirming your name, address and registration number of your vehicle.

The back office system will process the application and offer the permit and then you will be invited to make payment. Once paid the virtual permit will be live and valid and the paper permits will be sent to you by post and only valid once displayed.

The Enforcement Officer's handheld devices will have all the live permit details available to them when they carry out enforcement. It is therefore vital that all details are entered accurately to prevent a penalty notice being served.

To change vehicle details

Please log into your account and apply for COV – you will need to upload a new vehicle document, confirming the name with the registration number. The system will be updated with the new details once this has been verified by a member of the parking team.

Courtesy vehicle

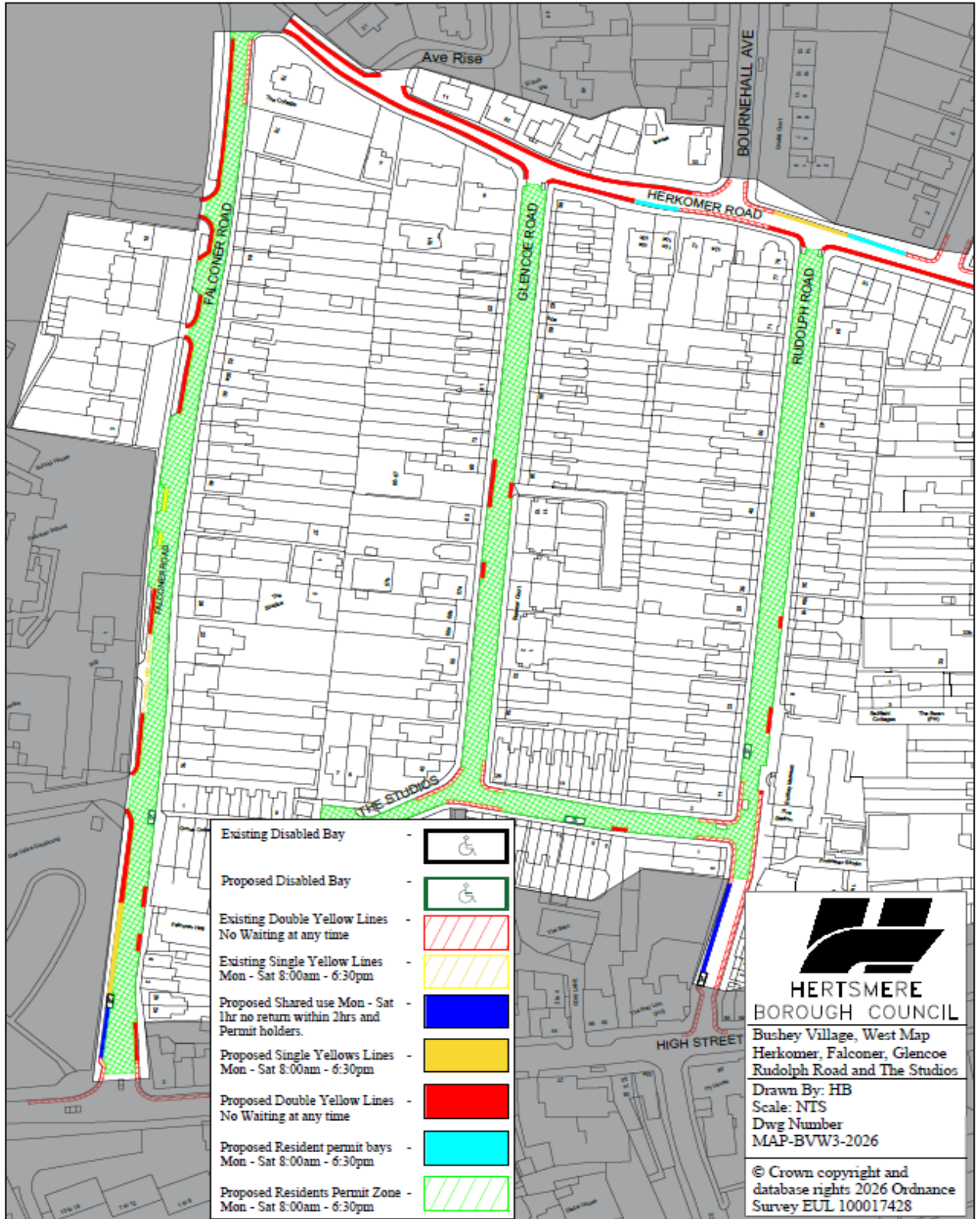
If for any reason, your vehicle has to go in for repair or has been involved in an accident – you may be offered a courtesy vehicle – Please call Parking Services on 0208 207 7422 and a special message can be added to the system for a 2 week period .

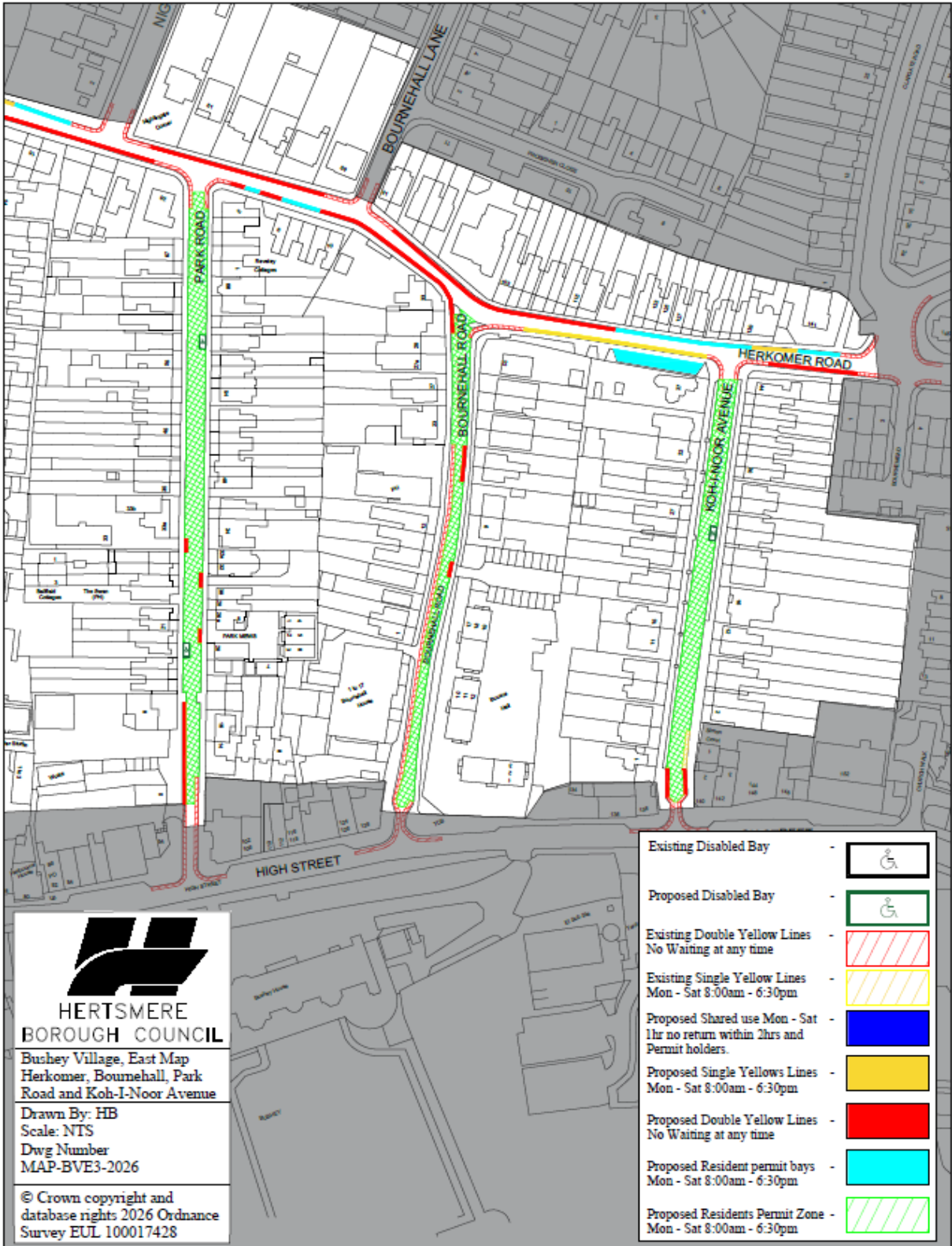
If you require the vehicle longer than this period, we would ask the garage to send an email and we can extend the message for a further 2 weeks.

The process of setting up an account is straight forward but if you find that you are experiencing problems setting your account up, then please contact Parking Services on 0208 207 7422 or email cpz@hertsmere.gov.uk. More information regarding the permit scheme is available on the Hertsmere website.









New Permit Parking Zone BV Information Sheet

Eligible Properties	Please see map – If you have received a letter you are eligible.
Zone	BV
Restriction	Permit holders Resident & Visitor permits
Permits	Properties eligible for; Maximum of 3 x residential permit 1 st permit = £35, 2 nd permit = £70, 3 rd permit = £160 Visitor books (£15 per 20 vouchers) 1 x Annual Visitor permit – (£70) Duplicate permit admin fee where a paper permit has been issued (£15)
Information	Please apply for a permit following the instruction as advised in this letter. Enforcement will come into effect as of 29 June 2026. Please refer to the attached map.






HERTSMERE
BOROUGH COUNCIL
 Bushey Village, East Map
 Herkomer, Bournehall, Park
 Road and Koh-I-Noor Avenue
 Drawn By: HB
 Scale: NTS
 Dwg Number
 MAP-BVE3-2026
 © Crown copyright and
 database rights 2026 Ordnance
 Survey EUL 100017428

- Existing Disabled Bay - 
- Proposed Disabled Bay - 
- Existing Double Yellow Lines - No Waiting at any time - 
- Existing Single Yellow Lines - Mon - Sat 8:00am - 6:30pm - 
- Proposed Shared use Mon - Sat 1hr no return within 2hrs and Permit holders. - 
- Proposed Single Yellow Lines - Mon - Sat 8:00am - 6:30pm - 
- Proposed Double Yellow Lines - No Waiting at any time - 
- Proposed Resident permit bays - Mon - Sat 8:00am - 6:30pm - 
- Proposed Residents Permit Zone - Mon - Sat 8:00am - 6:30pm - 