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| **Name** (“The Hirer”)   |  Click or tap here to enter text. |
| **Phone Number** (Landline & or Mobile)  |  Click or tap here to enter text. |
| **Email Address**   |  Click or tap here to enter text. |
| **Address**   |  Click or tap here to enter text. |
| **Purpose of Permit Application:**  **Please state full purpose and the scope of project being undertaken**    |  Click or tap here to enter text. |
| **Work Site / Beach Hut Number:**  What3Words location ([NFDC WebMap (newforest.gov.uk)](https://maps.newforest.gov.uk/publicmap/map.aspx?mapname=publicmap)  | Click or tap here to enter text.Click or tap here to enter text. |
| **Date Access Required:**   |  Click or tap to enter a date. |
| **Please Outline Size / Weight of all Vehicle(s):**  **Vehicle Registration:**  |  Click or tap here to enter text.   Click or tap here to enter text.   |
| **Vehicle Insurance**  | Please attach valid insurance certificate.  |
| **Access Gate you request to use:** *(delete as appropriate)*  | Choose an item.  |
| **Access Route you request to use:** **Vehicle Route:**    |  Click or tap here to enter text. |
| **Pedestrian Access to your Work Site:**   | Click or tap here to enter text. |
| **Duration**  | Maximum permit duration = 3 days.  |
| **Padlock code**   | Arrangements will be notified to permit holder on permit issue  |

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| I hereby agreed to comply with the Terms and Conditions of access as detailed on page 2 |
| Signed: Click or tap here to enter text. | Name: Click or tap here to enter text. | Date: Click or tap to enter a date. |

**Terms and Conditions**

**Standard Conditions**

1. Permit is only valid for the dates shown.  If you require a change of date please call Open Spaces.

2. Access is only permitted from the designated Car Park Access Gate, following the line of the public footpath to the landward side.   No access is permitted through any other route, across the grass or vegetation at any time. Loading is permitted to the landward side of the path.

3. Access to the beach is only permitted via the official access steps, or slope at Paddy's Gap. This permit does NOT allow pedestrian access to the cliff slope.  The cliff slope is unstable and is SSSI protected.

4. Vehicles are requested to drive on the north side of the footpath away from the cliff edge. Max speed 5mph. Flashing hazards to be used when moving.

5. Permit holders must respect the Public Open Space at all times and to give way to pedestrians and cyclists.

6. This Permit may be rescinded at any time by any member of Car Parks, Coastal or Operations Staff if the holder misuses their access, in the event of adverse weather or access is deemed unsafe for any reason.

7. No rubbish is to be left on site. All waste arising from your work is to be removed from site and not placed in Public Waste Bins.

8. Permit holders are responsible for keeping gates closed and locked and not to share access codes. Failure to do so will invalidate permit and may lead to future applications being declined.

9. Gate codes will be issued with permit —if you have any issues whilst on site please call Open Spaces via
NFDC Customer Services 02380 285000

10. NFDC does not accept responsibility for delays to works caused by access being declined or postponed.

11. The cliff top, coastal slope and beach have SSSI protection.  Your work should respect this fragile habitat at all times and comply with any consents or restrictions as specified by Natural England

**2** **Fees** Currently not applicable

**3.** **Hirer**

3.1 No part of the permit is to be used for any unlawful purpose or in any unlawful way.

**6** **Electrical equipment**

Permit holders are responsible for all tools and equipment they bring onto site.

**7** **Supervision**

7.1 The Council reserves the right to remove any posters, boards, signs, flyers, flags or other emblems or advertisements.

7.2 Flyposting is not to be carried out in contravention of the Town and Country Planning legislation.

**8** **Vehicle Access and Parking**

**The area immediately adjacent to access gates should not be used.** All persons bringing their vehicles onto the open space and parking on this or neighbouring parking areas do so at their own risk and the Council accepts no liability for any loss or damage to vehicles howsoever occurring.

**20** **Injury to persons and loss of property**

20.1 The Council will not be liable for the death of or injury to any person attending the Open Space, or for any losses, claims, demands, actions, proceedings, damages, costs or expenses or other liability incurred by the Hirer in the exercise of the rights granted by the Agreement, except where such death, injury or loss is due to the negligence of the Council.

20.2 The Council will not under any circumstances accept responsibility or liability in respect of any damage to or loss of any goods, articles or property of any kind brought into or left on the Open Space or the parking areas or neighbouring either by the Hirer for his own purposes or by any other person, or left or deposited with any officer or employee of the Council.

20.3 The Hirer will indemnify the Council against all such liabilities as are mentioned in this Condition.

**25** **Cancellation by Council**

25.1 The Council may cancel the Period of access in whole or in part with immediate effect if the Open Space is required for any purpose or any statutory purpose or function or if the Open Space is rendered unusable by any such event as is mentioned in Condition 6

25.2 If the Period of the Hiring is cancelled for any such reason as is mentioned in Condition 25.1 the Council will refund any applicable Fee but will not otherwise be liable to the Hirer.

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**Clifftop / Beach Permit**
**PRIVACY NOTICE**

The Coastal & Open Spaces Teams at New Forest District Council are committed to protecting and respecting your privacy. For the purpose of the 2018 General Data Protection Regulation, the **Data Controller** is New Forest District Council, Appletree Court, Beaulieu Road, Lyndhurst, SO43 7PA (data.protection@nfdc.gov.uk)

When you contact us by phone, e mail or post, in order to deal with any permit related matter we will ask you for certain personal information in order to be able to assist with your enquiry or comment. This information will need to be recorded and stored on our systems for a defined period.

This Privacy Notice aims to explain:

1. The different kinds of personal data we process
2. How we use your data
3. How we store your data
4. Why we process your data
5. When and why we share your information
6. What are the legal grounds for processing your information

1. **What kind of personal data do we process**

The information we collect includes the information collected on the Permit Application form; including Name, address.

1. **How we use your data**
* The data collected is used to administer the permit system to maintain the areas in safe and welcoming condition.
* The data may be used to send you relevant information regarding your enquiry.
* We WILL NOT share your information with any external party for marketing or promotional purposes.
1. **How we store your data**

All information you provide to us is stored on our secure servers. We take every precaution to ensure data is safe and secure however we cannot guarantee the security of your data transmitted to our site; any transmission is at your own risk. Once we have received your information, we use strict procedures and security features to try to prevent unauthorised access.

Personal Data relating to your application we will keep for 36 months after your termination of membership.

1. **Why we process your data**

The data collected is used to administer the Permit Scheme and to advise staff permit holders who have permission to work within the Open Space. This is necessary for the performance of a task carried out in the public interest to ensure the safe management, legal compliance and administration of our public open spaces.

1. **When and why we share your information**

New Forest District Council Open Spaces, Coastal & ICT Department

1. **What are the legal grounds for processing your information**

1. With your consent
2. Where it is in the public interest to do so, for example to ensure the safe management of our public open spaces
3. In order to comply with a legal obligation; for example obligations placed on us in accordance with the applicable health and safety legislation.
4. Where it is in the legitimate interest of New Forest District Council to do so,
5. With your explicit consent or where there is a substantial public interest, for example when dealing with sensitive issues, such as health or disability issues

We work hard to ensure that we only gather information that we need to process your enquiry and deliver the services that you are entitled to in the best way possible. However, if you have any concerns relating to this or your Privacy in general, please speak to (or contact) one of our team at coastal.team@nfdc.gov.uk or email our Data Protection Officer on data.protection@nfdc.gov.uk .

**More Information**

For further information, plus information on access, portability, withdrawal of consent, correction etc. please see New Forest District Councils ‘Information Rights Policy’ which is available on the NFDC website at: <http://www.newforest.gov.uk/article/18215/GDPR>

For more information on Data Protection in general, or if you wish to make a complaint relating to how your personal data has been used, please contact the Information Commissioner Office:

Website: <https://ico.org.uk/>

Phone helpline: 0303 123 1113

Email: casework@ico.org.uk