



# Traffic Enforcement Services

Temporary parking dispensations  
on London's red route network

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Red Route Dispensation Application	

## About this leaflet

This leaflet describes the process for applying for a parking dispensation on London's red routes. It also explains the circumstances in which dispensations may be granted and advises of the costs involved in the process.

## What is a dispensation

Parking on red routes in London is strictly controlled to ensure that traffic is kept moving. If you park your vehicle on the red route in contravention of the regulations, you could receive a penalty charge notice.

Nevertheless, we understand that it is sometimes necessary to park in contravention of the red route parking controls, for example, if you are moving house, making a bulky delivery (other than in the normal course of business) or are undertaking building works. Therefore in some cases Transport for London (TfL) can allow exemptions to the existing parking controls. These are known as dispensations.

You will need a dispensation from TfL to either use the parking or loading bays for longer than the time limit allowed or to park on the red routes.

You do not need a dispensation if you are:

- Required by law to stop.
- Obligated to stop to avoid an accident.
- Giving or receiving help following an accident or emergency, or taking action for public safety.
- Opening or closing a gate or barrier to allow the vehicle to enter or leave premises, and it is not reasonably practical to stop elsewhere.

- Using the vehicle for fire brigade, ambulance or police purposes.
- Using the vehicles in connection with the removal of any obstruction.
- Using the vehicle in connection with maintenance, improvement or reconstruction of the carriageway.
- Using a vehicle bearing the Royal Mail livery to collect or deliver mail.
- Carrying out duties on the highway as a statutory undertaker.

Red route parking dispensations are managed by TfL. The red route is clearly marked using red routes and/or roadside signs indicating that the road is part of the red route network. A map of the red route network is available at [tfl.gov.uk/driving](http://tfl.gov.uk/driving)

Dispensations for roads which have yellow lines are managed by the relevant London Boroughs. You will need to contact the local borough council to arrange a yellow line dispensation (see section entitled London Borough contacts).



## Applying for a red route dispensation

Applications for red route dispensations should be made to TfL. Our representatives should be able to advise you on the dispensations available for a particular area. It is advisable to contact us as early as possible, giving at least 5 working days notice to allow time for processing your application.

You may contact the dispensations team:

**By telephone:**      **0845 603 4545**  
0900 to 1700 Monday to Friday

(Select option 2 for 'general enquiries' and ask the telephone representative for the dispensations department).

**By fax:**                **0208 253 6980**

**By email:**            [enquiries@tflcroydon.co.uk](mailto:enquiries@tflcroydon.co.uk)

**By writing to:**      Transport for London,  
2nd Floor, Centre Tower, Whitgift Centre  
Croydon CR0 0XB

Alternatively, you may visit one of our five parking shops in London to discuss a dispensation or collect an application form.

The application form is also available from our website at [tfl.gov.uk/driving](http://tfl.gov.uk/driving)

Each application for a dispensation must be submitted in writing using the correct form included at the end of this leaflet. When you contact us to request a dispensation you will need to provide the following information:

- The date and time you need the dispensation.
- The reason for the dispensation.
- The precise location (borough, street name, adjacent property number/name).
- The red route controls in place at that site.
- The registration number of the vehicle you wish to park.

It is important to note that a dispensation issued by us may be revoked by a Traffic Warden, Community Support Officer or a Police Officer without prior notification or warning. This will normally only be done where it is necessary to alleviate congestion or in the event of an emergency.

Please note that a dispensation may not be granted where reasonable parking alternatives are available. We are unable to grant a dispensation simply for reasons of convenience. For example, if you are making a delivery, we would expect loading/unloading to take place in nearby parking or loading bays rather than immediately outside a property.

Dispensations requested for parking on single or double red lines are only granted in exceptional circumstances (such as erecting scaffolding, moving heavy items). This type of dispensation often requires special consideration and review which is undertaken by our traffic engineers and could involve carrying out a site visit before the application can be granted.

Late applications (where requests for dispensations are received less than 5 working days before the dispensation is needed) for parking and loading bays will be considered. However, there is a greater cost associated with this (see section entitled 'How much does it cost'). We are unable to consider late applications for red line dispensations due to the time required for detailed investigations.



## How much does it cost

TfL charge for the administration and management involved in the assessment and issuing of a dispensation.

The cost of a dispensation is determined by the location at which the dispensation is needed (red lines or loading/parking bays) and how long you require the dispensation for. You will not be charged for an unsuccessful application.

The table below indicates the cost of administering and issuing a dispensation.

	Red Lines	Parking/Loading Bays
First day	£48	£35
Each additional day thereafter	£24	£12
Late application	N/A	£45 for the first day. Additional days charged at £12.

In certain cases, and at the discretion of TfL, these charges may be waived for vehicles such as funeral or wedding cars.

## What can I do if a dispensation is refused

We may refuse your request for a dispensation where the impact on the red route is considered to be too great or where the grounds for the dispensation are not considered appropriate, such as a late application for a red line dispensation.

If you are unhappy with the outcome of our decision we would advise you to either; review the needs of your application and re-submit it to us or, write to our Customer Services Manager at the following address:

Transport for London  
2nd floor, Centre Tower, Whitgift Centre, Croydon CR0 0BX

We will reply to you and advise the reasons why your application was rejected.

## Applying for a parking dispensation from the London boroughs

Each of the London boroughs sets their own regulation regarding parking dispensations.

In order to apply for a dispensation please contact the parking division at the relevant London borough authority.

## London borough contacts

### **Barking and Dagenham**

Tel: 020 8592 5000

[www.barking-dagenham.gov.uk](http://www.barking-dagenham.gov.uk)

### **Barnet**

Tel: 020 8359 2000

[www.barnet.gov.uk](http://www.barnet.gov.uk)

### **Bexley**

Tel: 020 8303 7777

[www.bexley.gov.uk](http://www.bexley.gov.uk)

### **Brent**

Tel: 020 8937 4972

[www.brent.gov.uk](http://www.brent.gov.uk)

### **Bromley**

Tel: 020 8464 3333

[www.bromley.gov.uk](http://www.bromley.gov.uk)

### **Camden**

Tel: 020 7278 4444

[www.camden.gov.uk](http://www.camden.gov.uk)

### **Croydon**

Tel: 020 8686 4433

[www.croydon.gov.uk](http://www.croydon.gov.uk)

### **Corporation of London**

Tel: 020 7332 3553

[www.cityoflondon.gov.uk](http://www.cityoflondon.gov.uk)

### **Ealing**

Tel: 020 8579 2424

[www.ealing.gov.uk](http://www.ealing.gov.uk)

### **Enfield**

Tel: 020 8366 6565

[www.enfield.gov.uk](http://www.enfield.gov.uk)

### **Greenwich**

Tel: 020 8854 8888

[www.greenwich.gov.uk](http://www.greenwich.gov.uk)

### **Hackney**

Tel: 020 8356 5000

[www.hackney.gov.uk](http://www.hackney.gov.uk)

### **Hammersmith and Fulham**

Tel: 020 8748 3020

[www.lbhf.gov.uk](http://www.lbhf.gov.uk)

### **Haringey**

Tel: 020 8489 0000

[www.haringey.gov.uk](http://www.haringey.gov.uk)

## **Harrow**

Tel: 020 8863 5611  
www.harrow.gov.uk

## **Havering**

Tel: 01708 434343  
www.havering.gov.uk

## **Hillingdon**

Tel: 018952 50111  
www.hillingdon.gov.uk

## **Hounslow**

Tel: 020 8523 2000  
www.hounslow.gov.uk

## **Islington**

Tel: 020 7527 2000  
www.islington.gov.uk

## **Kensington and Chelsea**

Tel: 020 7937 5464  
www.rbkc.gov.uk

## **Kingston Upon Thames**

Tel: 020 8547 5757  
www.kingston.gov.uk

## **Lambeth**

Tel: 020 7926 1000  
www.lambeth.gov.uk

## **Lewisham**

Tel: 020 8695 6000  
www.lewisham.gov.uk

## **Merton**

Tel: 020 8543 2222  
www.merton.gov.uk

## **Newham**

Tel: 020 8472 1430  
www.newham.gov.uk

## **Redbridge**

Tel: 020 8478 3020  
www.redbridge.gov.uk

## **Richmond upon Thames**

Tel: 020 8891 1411  
www.richmond.gov.uk

## **Southwark**

Tel: 020 7525 5000  
www.southwark.gov.uk

## **Sutton**

Tel: 020 8770 5000  
www.sutton.gov.uk

## **Tower Hamlets**

Tel: 020 7364 5000  
www.towerhamlets.gov.uk

## **Waltham Forest**

Tel: 020 8527 5544  
www.lbwf.gov.uk

## **Wandsworth**

Tel: 020 8871 6000  
www.wandsworth.gov.uk

## **Westminster**

Tel: 020 7641 6000  
www.westminster.gov.uk

## **Dispensation application – our terms and conditions**

1. Dispensations will only be issued where Transport for London considers that no alternative options are available.
2. Dispensations will normally only be issued for use in marked bays in place on the red route.
3. A dispensation will not allow parking in any other location other than that specified on the dispensation.
4. A vehicle displaying a dispensation must be moved on the instructions of a Police Officer, Police Community Support Officer or a Traffic Warden.
5. A dispensation does not guarantee that a bay will be available to park in and will not entitle the holder to reserve a bay by obstructing its use by other vehicles. Obstructing a bay on a red route is an offence.
6. Dispensations must be applied for in writing using this form. The completed form may be submitted using the following methods:  
By Post to **Transport for London  
2nd Floor, Centre Tower, Whitgift  
Centre Croydon, CR0 0XB**  
By Fax to **020 8253 6980**
7. When you make your application, our team will advise you how long it will take to process; this will normally be within 5 working days. Where there is a delay in this process, parking will not be permitted prior to the issue of the dispensation.
8. The dispensation must be clearly displayed within the windscreen of the vehicle at all times to be considered valid.
9. A dispensation becomes invalid if it is altered or defaced in any way.
10. Where a dispensation has been granted to allow loading to be carried out, once the loading process is completed, the dispensation ceases to be valid.
11. Where charges are applicable for use of a parking bay, the charges must be paid during the period of parking in order for the dispensation to be considered valid.
12. Dispensations will not be issued retrospectively to cover a period of parking where a penalty charge notice was issued.
13. The granting of a dispensation does not affect the Traffic Management Order governing the use of the highway or any penalty charge notices issued.
14. Charging will apply to all applications received from Monday 4th April 2005
15. Applications for dispensations must be received by Transport for London at least 5 working days before the dispensation is required. Late applications are subject to additional charges and also may be refused.

The charges are as follows:

Dispensation length	Red Lines	Parking Bays
First day	£48	£35
Each additional day thereafter	£24	£12
Late application (made with less than 5 working days notice)	N/A	£45 (including first day fee)

These charges are being introduced to cover the administrative cost of providing this service.

16. Payments for dispensations must be received by Transport for London prior to a dispensation being issued. Payment can be made in the following way:

#### Post

Cheques or postal orders can be sent to the address below with the dispensation form **(Dispensations will not be issued for cheques received without the application form)**.

Cheques are to be made payable to **Transport for London**.

**Transport for London**  
**2nd Floor, Centre**  
**Tower Whitgift Centre**  
**Croydon, CR0 0XB**

#### Telephone

To make a payment by telephone please call **0845 603 4545** (Mon to Fri 0830 to 1700). The following debit/credit cards are accepted;

**Visa/Mastercard/Delta/American Express/Diners Club/Switch.**

 Website  
**tfl.gov.uk**

 24 hour travel information  
**020 7222 1234**