



## Rules and Regulations for Municipal Unguarded Car Parks located in the Municipality of Świnoujście off the public roads

### § 1

#### General provisions

1. The Rules and Regulations govern the use of Municipal Unguarded Car Parks (hereinafter referred to as MPN) located in the Municipality of Świnoujście off the public road in the locations listed in § 1 of the resolution.
2. MPNs are public, paid and unguarded car parks.
3. MPNs have public parking spaces, excluding specially marked disabled parking spaces. The parking spaces are intended for specific types of vehicle and labelled accordingly.
4. By entering the MPN, the user agrees to the terms and conditions outlined in these rules and regulations and undertakes to comply with them.

### § 2

#### Definitions

Terms used in the Rules and Regulations shall mean:

- 1) **Rules and Regulations** - these MPN Rules and Regulations
- 2) **car park** - any of the MPNs listed in § 1 of the resolution;
- 3) **the owner of the car park** - the Municipality of Świnoujście;
- 4) **Property Manager** - the entity with whom the Municipality of Świnoujście will conclude a contract for the management of the car park;
- 5) **vehicle** - motorised motor vehicle;
- 6) **user** - an individual driving a vehicle and using a car park;
- 7) **parking space** - a separate area within a car park intended for parking the vehicle;
- 8) **vehicle parking time** - the period of use of the parking space (physical occupation of the parking space);
- 9) **proof of entry** - printout from the entry terminal received upon entry to the car park;
- 10) **proof of departure** - a printout from the parking cash register received after parking has been paid for. Allows verification of payment of the parking fee when exiting the car park;
- 11) **parking fee** - the fee for the use of a parking space, the amount of the fee depends on the length of time the vehicle is parked in the car park and is specified in the information displayed on the board;
- 12) **parking receipt** - a document confirming payment of a parking fee or purchase of a parking pass from the manager;
- 13) **extra charge** - a charge for breaking the rules of car park use established by these regulations.

### § 3

#### Principles of car park operation

1. The car park is open seven days a week, 24 hours a day.
2. The car park may be taken out of use temporarily for good cause.
3. The rules of the Traffic Law apply in the car park. The maximum speed for vehicles in the car park is 10 km/h.
4. When driving a vehicle into a car park equipped with a barrier entry system, you must:
  - a) stop in front of the barrier and wait for the number plate to be read by the camera (in the case of a system equipped with licence plate reading cameras),
  - b) stop in front of the barrier and collect the proof of entry from the entry terminal (in the case of a system not equipped with number plate reading cameras),
  - c) once the barrier has been raised, immediately enter the car park and place the vehicle in a vacant parking space.Information on whether to collect proof of entry from the entry terminal or wait for reading the number plate, will be located in front of the entrance to the car park.
5. Driving a vehicle into a car park not equipped with a barrier entry system, and in a parking meter, you should:
  - a) enter the car park and position the vehicle in a vacant parking space,
  - b) pay for parking time at a parking meter or via a payment application,
  - c) if payment is made at a parking meter and the vehicle registration number is not entered, the parking receipt must be displayed in the vehicle in a place clearly visible from the outside.Information boards in the car park or information on the parking meter will inform the user of the payment method options.
6. It is forbidden to park vehicles outside the places designated for parking.
7. When the vehicle is parked in a parking space, it should be stationary, with the ignition and lights switched off, windows, doors and boot closed.
8. The user is obliged to leave the vehicle in such a way as to occupy one parking space.
9. The following are prohibited in the car park:
  - a) smoking,
  - b) alcohol consumption,
  - c) littering,
  - d) Repairing, washing, vacuuming and refuelling cars,
  - e) use of open flames,
  - f) undertaking activities that do not comply with health, safety and hygiene regulations,
  - g) conduct or action contrary to the rules of social intercourse or interfering with the use of the car park,
  - (h) leaving people and animals in the passenger car while parked in the car park.
10. The user who has purchased a daily parking ticket is entitled to use the concessionary travel on public transport in Świnoujście (has a 50% discount for up to 5 persons), during the validity period of the daily parking ticket, on the basis of the daily parking ticket, i.e. a printout from the parking ticket office, parking meter or entry in the app.
11. If a vehicle is found parked in the car park without paying the parking charge, the user is obliged to pay an additional fee of PLN 200.00 (in words: two hundred złoty 00/100). The additional charge must be paid at the parking ticket office, parking meter or to the manager's bank account within 7 days of its issue.
12. If a vehicle is found parked in a car park outside the designated parking space, the user is obliged to pay an additional fee of PLN 150.00 (PLN: one hundred and fifty 00/100). If, in addition, such a vehicle endangers traffic safety or obstructs the passage, it will be repositioned or towed and the cost of repositioning or towing will be added to the additional charge. The surcharge must be paid into the manager's bank account within 7 days of its issue.

13. When leaving a car park equipped with a barrier exit system, the parking fee must first be paid at the car park ticket office or payment terminal and then:
  - a) stop in front of the barrier and wait for the number plate to be read by the camera (in the case of a system equipped with licence plate reading cameras),
  - b) stop in front of the barrier and enter the proof of exit into the exit terminal (in the case of a system not equipped with a number plate reader camera),
  - c) once the barrier has been raised, leave the car park immediately,
  - d) if the barrier is not raised, proceed to the parking ticket office or payment terminal, enter the vehicle registration number and pay the parking fee at the parking ticket office or payment terminal.
14. Monitoring of compliance with these rules and regulations in the car park is carried out by the manager's staff who have a personalised photo ID signed by the director of this unit who are authorised to issue additional charges.
15. A car park user disputing the validity of an additional charge may submit a complaint in writing or electronically to the manager's address within 14 days of its issue. The complaint should contain at least the following information: date of payment of the surcharge, registration number of the passenger car, name and surname, address of residence and a brief description of the reason for the complaint.
16. If the complaint is accepted, the additional charge is cancelled and the payment made is refunded to the complainant. In the event of a refusal, the user is informed in writing or by e-mail.

The administrator of the car park is Komunikacja Autobusowa Sp. z o. o. [Bus Transit Ltd.], ul. Karsiborska 33a, 72-600 Świnoujście.

Any other information can be obtained at the office of Komunikacja Autobusowa Sp. z o.o., 72-600 Swinoujście, ul. Grunwaldzka 72, on working days from 9.00 a.m. to 3.00 p.m. or by calling +48 91 577 97 76.

For emergencies, please call 797 403 504.