

Permits are not transferable between properties. If you move addresses within Glen Eira and need parking permits at your new address, you will need to change the address in your ePermit account. This will automatically cancel any permits in your name at your old address.

Updating the address against your ePermit via a browser

1. Go to epermits.gleneira.vic.gov.au/ssp and enter your username/email and password.
2. Click on your email address at the top right-hand side of the screen and select 'User Profile'.
3. Enter your new Glen Eira address. Ineligible addresses will be rejected by the system

Address

For a unit, search for street number then select unit number

Address searching tips

If your address is '1/10 Main Street Caulfield' searching for '10 Main Street Caulfield' (without the unit/flat/apartment number) will present a drop-down list of the first 20 addresses at the property.

If your address does not appear, please enter FLAT, UNIT, or APT at the start of your search followed by the number and then the house number (eg. FLAT 1 10 Main Street Caulfield or UNIT 1 10 Main Street Caulfield). You won't need to add a slash between the numbers (ie. 1/10 Main Street).

Manually entered addresses (using the 'Enter it manually+' option) need to be checked by Council staff before permits can be applied for. Please try the above steps to find an exact match for your address so you can start applying for permits immediately

4. Click 'Save' to exit your profile. You will receive a message if you have active permits.

Confirmation

As a result of changes you just made

All existing permits in your name will be cancelled. You can now apply for new permits at your new Glen Eira address.

Are you sure you wish to continue?

☐ I have read and understood above mentioned points

Yes No

5. Tick the box and click 'Yes' to finalise the address change.