Information sheet for employees

Exemption pursuant to
Art. 45 (2) Austrian Federal Road Traffic Act 1960
from 9am to 7pm/10pm

Requirements:
- Employees whose regular working hours start or end outside the operating times of public transport in zone 100 of the Verkehrsverbund Ostregion region (work starts before 5.30am or ends after 12 midnight), so that they cannot use public transport. Employees can be expected to use park & ride facilities
- The employee cannot reach their place of employment without a motorised vehicle
- There is no private or company parking spot available (e.g. garage or courtyard) at a distance of no more than 300 m in direct line of the place of employment

Documents required:
- Application by the employee with a detailed statement explaining the need for a certificate of exemption pursuant to Art. 45 (2) Austrian Federal Road Traffic Act 1960
- Copy of the vehicle licence (including written permission from the vehicle’s owner, if applicable)
- Working time records kept by employer over a period of six weeks before the application including information on the individual days and times (when the vehicle needs to be parked for longer than the permitted maximum time during the times of day when the restricted parking zone applies)
- Confirmation by the employer regarding the place of work and the opening hours of the business

The certificate of exemption will be issued for limited times that reflect the actual regular parking needs.