

PENALTY CHARGE NOTICE (PCN)



The Traffic Management Act 2004, s.78; The Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022; The Civil Enforcement of Road Traffic Contraventions (Representations and Appeals) (England) Regulations 2022

PCN Number: «PCN_Ticket_Number» Served on: «PCN_Issue_Date»
by Civil Enforcement Officer: «PCN_Attendant_Number»
who had reason to believe that the following contravention had
occurred and that a penalty charge is now payable.

Contravention Code: «PCN_Offence_Code»
«PCN_Offence_Long_Description»

Date of Contravention: «PCN_Issue_Date» Time: «PCN_Issue_Time»
Location: «PCN_Street_or_Carpark_Name»

Vehicle Registration No: «PCN_Registration_Number»
Make: «PCN_Vehicle_Make» Colour: «PCN_Vehicle_Colour»

Observed From: «PCN_Observed_First_Time» To: «PCN_Issue_Time»

A penalty charge of £70 is now payable and must be paid not later than
the last day of the period of 28 days beginning with the date on which
the PCN was served, i.e. «PCN_Issue_Date_27».

The penalty charge will be reduced by a **discount of 50%**
to £«PCN_Amount_of_First_Discount» if it is paid not later than the
last day of the period of 14 days beginning with the date on which this
PCN was served i.e. «PCN_Issue_Date_13».

See reverse for: how to pay or challenge this PCN.

This slip is for use with postal payments only.

Details of how to pay can be found on the reverse.

Notice number: «PCN_Ticket_Number»

Vehicle Reg: «PCN_Registration_Number»

Date of Contravention: «PCN_Issue_Date»

Did you know that the most popular way of paying a Brighton
and Hove penalty charge is online?

Visit: www.brighton-hove.gov.uk/pcn

PAY OR CHALLENGE your Penalty Charge Notice (PCN) online

Visit Website **www.brighton-hove.gov.uk/parking** to:-

- **Make a payment for your PCN.**
- **If you believe that the Penalty Charge Notice should not be paid, make a challenge.** The appeals link will provide more information about challenging and will allow you to view the details and photographs of the PCN which are available 24 hours from the PCN issue date. All challenges received before the Notice to Owner is served will be considered. All cases will be considered on their individual circumstances. If you challenge this PCN within 14 days and the challenge is rejected the Council will decide in each case whether or not to extend the period within which the reduced Penalty Charge may be paid.

Alternatively, if you do not have access to a computer

- payment can also be made by using one of the following methods:
 - **Telephone** - Please dial the automated 24 hour telephone service on **0345 603 5469** and make a Credit/Debit card payment.
 - **Post** - Send your Cheque or Postal order made payable to Brighton & Hove City Council together with the payment slip below to Brighton and Hove City Council, Parking Services, G39, Hove Town Hall, Norton Road, Hove, BN3 3BQ. Please write your PCN number on the rear of the cheque.
- **Challenges** can be made in writing and sent to the following address: Brighton & Hove City Council, PO Box 204, Sheffield, S98 1LS. Please quote the PCN Number, the vehicle registration and your address in all contacts.

If the Penalty Charge is not paid or challenged

If the penalty charge is not paid on or before the end of the 28 day period as specified on the front of this notice or successfully challenged the Council may serve a Notice to Owner (NTO) on the owner of the vehicle requiring payment of the Penalty Charge. The owner can then make representations to the Council and may appeal to an independent adjudicator if those representations are rejected. The NTO will contain instructions for doing this. If you challenge this PCN but the Council issues a NTO anyway, the owner must follow the instructions on the NTO.

Detach Here

For postal payments only.

If you require a receipt, please supply a stamped addressed envelope with your payment.

Details of why we hold data under the General Data Protection Regulations and our privacy policy can be found at www.brighton-hove.gov.uk/penalty-data or by contacting Data.protection@brighton-hove.gov.uk