



**Brighton & Hove**

Brighton & Hove City Council

**PENALTY CHARGE NOTICE (PCN)**

The Traffic Management Act 2004; s.78 The Civil Enforcement of Parking Contraventions  
(England) General Regulations 2007; Civil Enforcement of Parking Contraventions  
(England) Representations and Appeals Regulations 2007

**PCN Number:** BH57155329

**Served on:** 01/07/2010

**by Civil Enforcement Officer:** 20

**who had reason to believe that the following  
contravention had occurred and that a penalty charge is now payable.**

Parked in a suspended bay/space or part of bay/space (21)

**Date of Contravention:** 01/07/2010 **Time:** 09:07:55

**Location:** Hove Base

**Vehicle Registration No:** TEST

**Make:** AC **Colour:** BEIGE

**Tax Disc:** 11111111 **Expiry:** 1212

**Observed From:** 09:07:24 **To:** 09:07:55

**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. 28/07/2010).**

**The penalty charge will be reduced by a discount of 50% to £35.00 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. 14/07/2010 ).**

**SEE REVERSE FOR:**    **How to Pay**  
                                 **How to challenge this PCN.**  
                                 **What happens if no payment is made.**

**PAYMENT MUST NOT BE MADE TO THE CIVIL ENFORCEMENT OFFICER**

Detach here

**Payment Slip**

**PCN No:** BH57155329

**Served On:** 01/07/2010 **At:** 09:07:55

**Vehicle Reg:** TEST

**Contravention:** Parked in a suspended bay/space or part of bay/space (21)

**The Penalty Charge is £70 : or £35.00 if paid not later than the last day  
of the period of 14 days beginning with the date on which this PCN was  
served. If payment is made by post, please detach this slip, complete  
the details on the reverse and return it with your payment.**

**FOR INSTRUCTIONS ON PAYMENT SEE OVERLEAF**

It is an offence for an unauthorised person to remove or interfere with this notice.

## INSTRUCTIONS FOR PAYMENT

- **Online** – Credit/Debit card payments may be made over the internet by visiting [www.brighton-hove.gov.uk/parking](http://www.brighton-hove.gov.uk/parking) and following the on-line instructions.
- **By Telephone** – Please dial the automated 24 hour telephone service on 0845 603 5469 and make a Credit/Debit card payment.
- **By Post** – Send your Cheque or Postal order made payable to Brighton & Hove City Council (please write your penalty charge notice number on the reverse of the Cheque) together with the completed payment slip to:

Brighton & Hove City Council  
P.O. Box 204  
Sheffield  
S98 1LS

- **In Person** – Payment may also be made at the Parking Information Centre at:  
Hove Town Hall  
Church Road  
HOVE  
BN3 3BQ

Opening times are: 08:45 to 17:00 Monday to Wednesday.  
08:45 to 19:00 on Thursday  
08:45 to 16:30 on Friday  
09:00 to 13:00 on Saturday

### **If you believe that the Penalty Charge should not be paid and wish to challenge this PCN**

- Write to Brighton and Hove City Council, PO Box 4680, Worthing BN11 9GR

**Please quote the PCN number, the vehicle registration and your address in all contacts.**

More information about challenging a Penalty Charge can be found on our website [www.brighton-hove.gov.uk](http://www.brighton-hove.gov.uk) under parking. 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.

### **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.

If you have any queries about this PCN, please ring 0845 603 5469.

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Please complete details below returning this slip with your payment.

Name: Mr/Mrs/Miss .....

Address: .....

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.....Post Code.....

A receipt will not be issued unless a stamped address envelope is supplied.