

HOW TO PAY

Paying via the Councils website or by telephone is the most convenient and reliable way of ensuring that your payment is received on time.

Online: www.gravesham.gov.uk/parking where you can pay 24 hours a day, 365 days a year using your debit/credit card.

By phone: Credit / debit cards payments can be made by telephone 24 hours a day on 01474 337 788

You may also pay in person by using our automated payment machine at the Gravesham Gateway, please visit www.gravesham.gov.uk/contact-us for location map and opening hours. Payments can also be accepted by post, however Gravesham Borough Council cannot be held responsible for any delay or delivery failures in the postal service. Do not send cash through the post.

All post, including any appeals should be sent to Gravesham Borough Council, Civic Centre, Windmill Street, Gravesend, Kent, DA12 1AU

DO NOT IGNORE THIS NOTICE

If payment of this Notice is received within 14 days of the date of issue the discounted charge will be accepted as full and final settlement. If payment is not received within 14 days, you will be required to pay the full amount. It is your responsibility to ensure that your payment is received on time. The Council cannot be held responsible for any delays or delivery failures. Payment of this Notice constitutes acceptance of liability.

WHAT HAPPENS NEXT

If you wish to appeal against the notice, you can do so online at www.gravesham.gov.uk/parking. Alternatively, you can do so in writing quoting the notice number and sending to the above address. All cases will be considered on their individual circumstances. If we receive your appeal not later than 14 days beginning with the date of service, progression of the charge will be put on hold pending a reply. If your challenge is rejected the Council will usually re-offer the 14 day discount period. Telephone challenges will not be accepted.

Please note that the enforcement authority is Gravesham Borough Council save in respect of on street parking contraventions where the enforcement authority is Kent County Council, with Gravesham Borough Council acting as its agents.

If the penalty charge is not paid 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 (NIO) on the owner of the vehicle, requesting payment of the penalty charge. The NIO will describe how the owner can make representations to the Council and, if rejected, how to appeal to an Independent Adjudicator. Further information on the appeals procedure can be found at www.trafficpenaltytribunal.gov.uk. Further information about Civil Parking Enforcement (including PCN's and NIO's) is available online at www.patrol-uk.info

Name: (Mr/Mrs/Miss/Ms).....

Address:.....

.....

.....Postcode.....

Telephone No:

Signature.....