

CHARGE CERTIFICATE

Traffic Management Act 2004

The Civil Enforcement of Parking Contraventions (England) General Regulations Part 5 (21 & 22)

«Corresp_Title» «Corresp_ForeName» «Corresp_Surname»
«Corresp_Business_Name»
«Corresp_Address_Line_1»
«Corresp_Address_Line_2»
«Corresp_Address_Line_3»
«Corresp_Address_Line_4»
«Corresp_Town»
«Corresp_County»
«Corresp_Post_Code»

Date of Charge Certificate: «Printed_Date»
In respect of:-
Penalty Charge Notice No: «Notice_Number»
Vehicle Registration Number: «Notice_VRM»
Date of Contravention: «Notice_Contravention_Date»

A Notice to Owner (NtO) was served on you on «Corresp_NTO_Date», which explained that as the person we believe to be the keeper or hirer of the above vehicle, you had 28 days from the date of service of the notice to pay the penalty charge or make representations to the Council as to why you believed you should not have to pay it.

This Charge Certificate has been served on you because the penalty charge has not been paid within the required period and one of the following applies:

1. No representations were made in response to the Notice to Owner.
2. We issued a Formal Notice of Rejection of Representation made against the Notice to Owner and we have not been informed of an appeal having been made to the adjudicator.
3. We issued a Notice of Rejection of Adjudicator's Recommendation.
4. An appeal was made to the adjudicator but was either dismissed or withdrawn.

As a result the Penalty has now increased by 50% of the full penalty amount:

Penalty Charge Amount:	£«Notice_Original_Penalty»
Charge Certificate Increase	£«Notice_Discount_Penalty_1»
Full Charge Amount:	£«Notice_Surcharge_Penalty»
Amount Paid:	£«Notice_Net_Paid»
Payment Now Due:	£«Notice_Outstanding_Account»

It is now too late for you to make formal representations against the issue of the Penalty Charge Notice and if made they will be rejected by the Council.

P.T.O.

Kingston upon Hull City Council

If full payment is not received before the end of a period of 14 days beginning with the date of service of this Charge Certificate, that is by «Print_Date_Plus_17», the charge may be registered as a debt in the County Court (which incurs a further charge of £«Notice_TEC_Fee», being the court fee). You will then be sent an Order for Recovery of the charge and you will have the opportunity to make a witness statement to the Court on one of the following grounds:

- That the Notice to Owner was not received
- That you received the Notice to Owner and made representations but no reply was received
- That an appeal was made to the Parking Adjudicator and no reply was received
- The penalty charge was paid in full

Ultimately, if the charge remains unpaid, a Warrant of Control may be issued to bailiffs to recover the debt.

Please do not ignore this matter which must be dealt with now, as bailiffs will add their costs, which may significantly increase the amount you will need to pay.

To make an enquiry about this charge certificate, or for any other information, please telephone 01482 300300

How to Pay

By telephone Credit / debit card payments only. Automated payment line **01482 300300** (24 hours/ 7 days a week). Have card and vehicle details and Penalty Charge Notice number ready.

Online at www.hullcc.gov.uk. Follow links for **online payments**

By post to: CPE Hull, PO Box 474, HULL, HU9 9ES. Allow 2 working days for 1st class post and 5 for 2nd class. Please write the Penalty Charge Notice Number on the rear of your Cheque or Postal Order.

In person at The Treasury Building, Guildhall Road or any Customer Service Centre.

THE RULE RELATING TO SERVICE

The Civil Enforcement of Parking Contraventions (England) General Regulations 2007: Regulation 3 states:

“Service by post

3—(3) Subject to paragraph (5), any notice (except a penalty charge notice served under regulation 9) or charge certificate under these Regulations —

(a) may be served by first class (but not second class) post; and

(b) where the person on whom it is to be served is a body corporate, is duly served if it is sent by first class post to the secretary or clerk of that body.

(4) Service of a notice or charge certificate contained in a letter sent by first class post which has been properly addressed, pre-paid and posted shall, unless the contrary is proved, be taken to have been effected on the second working day after the day of posting.

(5) In paragraph (2), —working day” means any day except;

(a) a Saturday or a Sunday;

(b) New Year's Day;

(c) Good Friday;

(d) Christmas Day;

(e) any other day which is a bank holiday in England and Wales under the Banking and Financial Dealings Act 1971.

(6) A document may be transmitted to a vehicle hire firm (as defined in regulation 5(4)) by a means of electronic data transmission where—

(a) the vehicle hire firm has indicated in writing to the person sending the notice or document that it is willing to regard a document as having been duly sent to it if it is transmitted to a specified electronic address; and

(b) the document is transmitted to that address.

Nothing in this regulation applies to the service of any notice or order made by a county court.

CPE Hull

PO BOX 474

HULL, HU9 9ES