



NOTTINGHAMSHIRE  
POLICE

Policing for you



Nottingham

City Council

#### HOW TO PAY

- **By Internet - 24 hour Website Payment Service**

Visit [www.nottinghamcity.gov.uk](http://www.nottinghamcity.gov.uk) Click on payments, then follow the instructions on the screen to complete your payment. This service is available one business day after the date on the Penalty Charge Notice.

- **By Telephone - 24 hour Express Payment Service**

Payment of the Penalty Charge may now be made 24 hours a day, 7 days a week by telephone using a Credit / Debit card. (Visa, Visa Debit, MasterCard, MasterCard Debit, Electron, Maestro). Please telephone 08456 590590 to take advantage of the easy payment method.

- **By Post**

(a) Make your cheque or postal order payable to Nottingham City Council, write the penalty charge notice number (shown overleaf) on the reverse of the cheques, complete the slip below and send it with your cheque or postal order.

(b) For Credit/Debit card payments made by VISA, VISA DEBIT, MASTERCARD, MASTERCARD DEBIT, ELECTRON, MAESTRO. complete and return the slip below.

All postal payments must be sent to:  
Nottingham City Council  
Processing and Enforcement Services  
PO Box 10169  
NOTTINGHAM  
NG1 9HS

#### IF YOU BELIEVE THAT THE PENALTY SHOULD NOT BE PAID AND WISH TO CHALLENGE THIS PCN

- Write to Nottingham City Council, Processing and Enforcement Services, PO Box 10169, NOTTINGHAM NG1 9HS, or

- E-mail [parkingappeals@nottinghamcity.gov.uk](mailto:parkingappeals@nottinghamcity.gov.uk)

Please quote the PCN Number, the vehicle registration and your address in all contacts

Details of the Council's policy and approach to challenges can be found at [www.nottinghamcity.gov.uk/parking](http://www.nottinghamcity.gov.uk/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 usually re-offer the 14 days discount period.

#### 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 an NtO anyway, the owner must follow the instructions on the NtO.

Please complete your details before returning this slip with your payment:

Name: Mr/Mrs/Miss/Ms \_\_\_\_\_

Address: \_\_\_\_\_

Postcode \_\_\_\_\_

Only complete the details below if you are making payment by VISA, VISA DEBIT, MASTERCARD, MASTERCARD DEBIT, ELECTRON, MAESTRO.

Please debit my Visa/Visa Debit/MasterCard/MasterCard Debit/Electron/Maestro (Delete as appropriate).

Amount \_\_\_\_\_ Security Code:

Card Number:

Card Expiry Date: \_\_\_\_\_ Card Issue Number: \_\_\_\_\_

Name of Cardholder: \_\_\_\_\_

Signature: \_\_\_\_\_

Email Address: \_\_\_\_\_

A receipt can be sent by email if an address is provided otherwise a receipt will not be issued unless a stamped addressed envelope is supplied.