

Parking Services Section
P.O.Box136, Manchester, M30 0YZ

Phone: 0161 779 4987
Email: parking.services@salford.gov.uk
Web: parking.salford.gov.uk

«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»

«Printed_Date»

Notice of Rejection of Representations

The Traffic Management Act 2004, s78; Civil Enforcement of Parking Contraventions (England) General Regulations 2007; Civil Enforcement of Parking Contraventions (England) Representations and Appeals Regulations 2007

PCN Number: «Notice_Number»
Date & Time of Issue: «Notice_Contravention_Date» at
«Notice_Contravention_Time»
Vehicle Registration Mark: «Notice_VRM»
Location of alleged contravention: «Notice_Issue_Location»

Dear «Corresp_Named_Salutation»

The representations that you made in respect of the Notice to Owner dated «Corresp_NTO_Date» which was served on you in respect of the above parking contravention have been considered by Salford City Council and have been rejected for the following reasons.

*****Reason****

The penalty charge of «Notice_Original_Penalty» is now payable. This must be paid before the end of 28 days beginning with the date of service of this Notice.

You must now decide whether to PAY the penalty charge or whether to APPEAL.

If you do not appeal and do not pay the penalty charge within the period set above Salford City Council may serve a charge certificate on you increasing the penalty by 50%.

HOW TO PAY

By telephone - credit/debit card payments only, automated payment line 0161 793 3325 (24 hours/ 7 days a week). Have card details and PCN number ready.

Online at: <https://parking.salford.gov.uk>. Follow links for online payments.

By post - send cheque/postal order to: Salford City Council, P.O Box 136, Parking Services, Manchester, M30 0YZ. Allow 2 working days for 1st class post and 5 for 2nd class. Do NOT send cash or make card payment by post. Post-dated cheques will not be accepted.

HOW TO APPEAL

You may appeal against this decision to an independent Adjudicator.

Any appeal must be made before the end of the period of 28 days beginning with the date of service of this Notice but the Adjudicator may decide to allow you a longer period - see below.

A notice of appeal-

- (a) must be in writing signed by you or by someone who you have authorised to sign on your behalf;
- (b) must state your name and address or some other address to which you want documents to be sent to you in connection with the appeal;
- (c) must state the date and any reference number of the disputed decision and the name of the enforcement authority; and
- (d) may include any representations which you want to make in addition to the original representations.

If the notice of appeal is sent after the end of the 28-day period specified above you must provide a statement setting out the reasons for the delay. The Adjudicator will then treat that statement of reasons for delay as a request to extend the time limit. The form for making an appeal is enclosed with this Notice.

The Adjudicator will not normally make an order awarding costs and expenses either to an appellant or to an enforcement authority but may do so where the Adjudicator is of the opinion that one of those parties to the appeal has acted frivolously or vexatiously or that the conduct in making, pursuing or resisting an appeal was wholly unreasonable. No order for costs would be made without giving the affected party an opportunity of making representations against the making of the order.

Yours «Corresp_Closing»

**On behalf of William L. Earnshaw
Group Engineer, Parking Services**

If you disagree with the council's decision you can appeal to the independent adjudicator at the **Traffic Penalty Tribunal**. The adjudicators are independent of the council and their decision is final.

You can appeal now by visiting the tribunal's website: **www.trafficpenaltytribunal.gov.uk/appeal**

The website explains what the adjudicator can consider and how to appeal. There is no charge for appealing and costs are not normally awarded. The website gives full details. **You will need the information in the box below to hand when you begin your appeal.**

Notice of Rejection date: «Printed_Date»

PCN number(s): «Notice_Number»

Vehicle Registration Mark: «Notice_Number»

Online Code: «Notice_Web_Code»

You should appeal within 28 days of delivery of this Notice of Rejection (usually 2 working days after the 'Notice of Rejection' date above – our website explains this)

If you are unable to appeal online you may request a paper form from the Traffic Penalty Tribunal by calling **01625 44 55 99** and leaving your name, address, telephone number, vehicle registration mark and penalty charge notice number.

