

BUS LANE - CHARGE CERTIFICATE

Section 144, Transport Act 2000; Bus Lane Contraventions (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2005



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

Sandwell MBC
Parking Services
PO Box 2374
Council House Oldbury
B69 3DE
www.sandwell.appeals-online.co.uk

PLEASE DO NOT IGNORE THIS NOTICE, AS THE OWNER / KEEPER / HIRER OF THIS VEHICLE, THIS NOTICE IS YOUR RESPONSIBILITY. DO NOT PASS THIS NOTICE TO ANOTHER PARTY.

This Charge Certificate has been issued to you because full payment of the penalty charge, in respect of the parking contravention identified below, has not been received. You are now required to pay an increased penalty charge as is explained below

Date of this Charge Certificate and date of posting **«Printed_Date»**

Penalty Charge Notice Number: **«Notice_Number»**
Date of Penalty Charge Notice: **«Notice_Issue_Date»**
Vehicle Registration Mark: **«Notice_VRM»**
Location of Contravention: **«Notice_Location_Name»**
Date of Detection: **«Notice_Contravention_Date»**
Time of Detection: **«Notice_Contravention_Time»**
Contravention: **«Notice_Contravention_Code» :**
«Notice_Contra_Long_Desc»

The original penalty charge «Notice_Number» was £«Notice_Original_Penalty». To date £«Notice_Net_Paid» has been received and £«Notice_Outstanding_Account» is outstanding.

As the original penalty charge has not been paid in full within the relevant period the penalty charge in question has increased by 50% to £«Notice_Surcharge_Penalty»

If this increased penalty charge is not paid in full before the end of the period of 14 days beginning with the date on which this certificate is served, action will be taken by the Council to register the outstanding debt at the County Court and the £7.00 court fee will be added to your outstanding debt. If the Court agrees to issue a warrant this debt will be transferred to an Enforcement Agency for collection.

PAYMENT SLIP – For payment options see overleaf

Please complete in BLOCK CAPITALS

Name:

Address:

Post Code:

Penalty Charge Notice: «Notice_Number»

Vehicle Registration Mark: «Notice_VRM»

Date of this Certificate: «Printed_Date»

Payment Amount Due:

£«Notice_Surcharge_Penalty»

(To be paid within 14 days as detailed above)

THE RULE RELATING TO SERVICE**Service by post**

- 3 - (1) Subject to paragraph (5), any notice (except a penalty charge notice served under regulation 9) or charge certificate under these Regulations
- may be served by first class (but not second class) post; and
 - 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.
- (2) 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.
- (3) In paragraph (2), “working day” means any day except—
- a Saturday or a Sunday;
 - New Year's Day;
 - Good Friday;
 - Christmas Day;
 - any other day which is a bank holiday in England and Wales under the Banking and Financial Dealings Act 1971.
- (4) A document may be transmitted to a vehicle hire firm (as defined in regulation 5(4)) by a means of electronic data transmission where—
- the vehicle hire firm has indicated in writing to the person sending the notice 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
 - the document is transmitted to that address.
- (5) Nothing in this regulation applies to the service of any notice or order made by a county court.

For the purposes of this Charge Certificate the “relevant period” means:

- Where a Notice of Rejection is served but no appeal is made, the period of 28 days beginning with the date of service of the Notice of Rejection;
- Where there has been an unsuccessful appeal against the imposition of the Penalty Charge, the period of 28 days beginning with the date on which the adjudicator's decision is sent to the appellant pursuant to regulation 22(6);
- Where an appeal is withdrawn, the period of 14 days beginning with the date on which it is withdrawn; and
- Where no representations are made, the period of 28 days beginning with the date on which the Penalty Charge Notice is served.

HOW TO PAY

BY TELEPHONE: You can pay by telephone 24 hours a day, 365 days a year, using your debit or credit card. Simply call **0121 569 3460**. **Press 3 for parking charges** (penalty charge number required)



ON-LINE: You can pay on-line 24 hours a day, 365 days a year, using your debit or credit card. Simply go to www.sandwell.gov.uk. (penalty charge & vehicle registration numbers required)



BY POST: Please send your payment, together with the completed payment slip overleaf to:

APCOA Parking , C/O Sandwell MBC, Council House PO Box 2374, Oldbury, Freeth Street B69 3DE.

Payment may be made by cheque or postal order payable to: **SANDWELL Metropolitan Borough Council**

Please write the **PCN number** and **your address** on the reverse of the cheque or postal order.

Please note that post-dated cheques will not be accepted. Do not send cash or blank postal orders.

SANDWELL COUNCIL will not accept responsibility for the loss of such items sent by post.

