

How to Pay

- **By Telephone:** Credit / debit card payments only. Automated payment line: 0845 452 2500 (24hours / 7 days a week). Have vehicle details and PCN Number ready.
- **Online:** at www.slough.gov.uk follow links for **online payments**.
- **By Post:** using the payment slip below to: Slough Borough Council, PO Box 3839, Slough SL1 0JA. Allow 2 working days for 1st class post and 5 for 2nd class. Cheques/Postal Orders payable to Slough Borough Council.
- **In Person:** at The Parking Shop, Unit 5/6, Shaftesbury Court, Chalvey Park, Slough SL1 2ER, Monday - Friday 09.00 - 17.00 and Saturdays 09.00 - 13.00.

If you believe that the Penalty Charge should not be paid and wish to challenge this PCN

You are entitled to make representations to Slough Borough Council against this PCN using the address given below. Representations received before a Notice to Owner is served on you will be considered. You may appeal to an adjudicator if your representations are rejected.

- **Write to:** Slough Borough Council, PO Box 3839, Slough SL1 0JA.
- **Online:** Submit an online challenge at www.slough.gov.uk follow the links to parking penalty charge notices

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

If you have any further enquiries, please telephone 0845 604 8184

If the Penalty Charge is not paid or challenged

If a challenge is received within the 14 day discounted period, but the challenge is not accepted, we will allow a further 14 days from the date the rejection letter is served in which to pay the reduced penalty charge.

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 in the form, manner and time specified in the NtO to the Council which will be considered. The owner may appeal to an independent adjudicator if those representations are rejected. The NtO will contain details for doing this.

If you challenge this PCN but the Council issues an NtO this must not be ignored, the owner must follow the instructions on the NtO.

Further information about Civil Parking Enforcement (including PCNs and NtOs) is available online at www.slough.gov.uk.

Data Protection Statement

Slough Borough Council will use information including, personal information, collected through the issuing of this Penalty Charge Notice for the enforcement of traffic contraventions and it may also be used for compatible purposes. The information may be disclosed to other Councils, other Enforcement agencies and third parties where it is necessary and lawful to do so e.g. for the prevention and detection of crime. All information will be processed in accordance with the Data Protection Act 1998.

• **By Post:**

Please complete your details below before returning this slip with your payment.

Make cheques and Postal Orders payable to Slough Borough Council and write the PCN number on the reverse.

Name: Mr/Mrs/Miss/Ms

Address:

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Post code:

Signature:

If you would like a receipt, please enclose a stamped, addressed envelope