

**HOW TO PAY**

- **By telephone** Credit / debit card payments only. Automated payment line 0300 777 0123 (24 hours / 7 days a week). Have vehicle details and PCN Number ready.
- **Online** at [www.councilparking.org/lincsdistricts](http://www.councilparking.org/lincsdistricts). Follow links for online payments.
- **By post** using the payment slip below to:  
**Central Processing Unit, PO Box 10282, Nottingham, NG17 0DX.**  
Please make payable to **Lincolnshire Parking** and write your Penalty Charge Notice, your vehicle registration and your address on the back of the cheque or postal order.  
Allow 2 working days for 1st class post and 5 for 2nd class.

**IF YOU BELIEVE THAT THE PENALTY SHOULD NOT BE PAID AND WISH TO CHALLENGE THIS PCN YOU MAY DO SO VIA ONE OF THE FOLLOWING METHODS.**

- **Online** via the following web link [www.councilparking.org/lincsdistricts](http://www.councilparking.org/lincsdistricts) or
- **Write** to the  
**Central Processing Unit, PO Box 10282, Nottingham, NG17 0DX.**  
**Please quote the PCN Number, the vehicle registration and your address in all documentation**  
All cases will be considered on their individual circumstances. **Please do not send payment with any challenge.**  
If you challenge this PCN within 14 days and the challenge is rejected, the Council will usually re-offer the 14 day 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.

Further information about Civil Parking Enforcement (including PCNs and NtOs) is available online at [www.patrol-uk.info](http://www.patrol-uk.info)

**Data Protection**

Personal data has been collected in order to serve this Penalty Charge Notice and enforce the parking restrictions. As the local Authority shown overleaf believes that a contravention has occurred, data may be collected, processed, stored and retained in order to carry out the performance of a public task and fulfil our legal obligations. Data is shared with the joint controller, Nottinghamshire County Council, using the Central Processing Unit, P.O Box 10280, Nottingham, NG17 0DX.

In relation to the personal data which we may hold about you, you have the right to have access, rectify or object to incorrect information. Under Data Protection law we must verify your identity and explain to you our reasons if we do not agree to carry out your request.

For further information on how we process data, in the first instance please write to:  
Central Processing Unit, P.O Box 10280, Nottingham, NG17 0DX.

Email: [parking.enforcement@notssc.gov.uk](mailto:parking.enforcement@notssc.gov.uk)

Tel: 0300 777 0123 (Option 2).

You also have the right to complain to the Information Commissioner's Office at [www.ico.org.uk](http://www.ico.org.uk)

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

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

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

\_\_\_\_\_

\_\_\_\_\_ Post Code \_\_\_\_\_

Make Cheques or Postal Orders payable to Lincolnshire Parking and write the PCN number on the reverse.

Signature:.....

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

LNSL-Notts-001