

IT IS AN OFFENCE FOR AN UNAUTHORISED PERSON TO REMOVE OR INTERFERE WITH THIS NOTICE



MoleValley
District Council

DO NOT PAY THE CIVIL ENFORCEMENT OFFICER

HOW TO PAY

- **By telephone** Credit / debit card payments only. Automated payment line 0300 123 1064 (24 hours / 7 days a week). Have PCN number ready.
- **Pay it at www.molevalley.gov.uk**. Follow links from online payment.
By post using the payment slip below to: **Mole Valley District Council, Pippbrook, Dorking, Surrey, RH4 1SJ**. Allow 2 working days for 1st class post and 5 for 2nd.
- **In person** at the Mole Valley District Council, Pippbrook, Dorking, Surrey, RH4 1SJ.
Monday - Friday 8.30am to 4.30pm.

You can view details about this Notice, including photographs at www.molevalley.gov.uk.
Follow links from "Apply for it" and "View Your Parking Tickets".

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

- **Write** to Mole Valley District Council, Pippbrook, Dorking, Surrey, RH4 1SJ.

If you have any other enquiry, please telephone 01306 885001.

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.molevalley.gov.uk or seen at the Council's offices. The council will consider all representations received at the address above before an Notice to Owner is issued and each representation received will be considered on its individual circumstances. If you challenge this PCN within 14 days and the challenge is rejected, the Council will generally extend the period within which the reduced penalty charge may be paid.

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 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.

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 Mole Valley District Council and write the PCN number on the reverse.