



For on-street parking contraventions: This Penalty Charge Notice (PCN) is issued by the North Essex Parking Partnership as agents for the enforcement authority, Essex County Council. The North Essex Parking Partnership comprises Colchester Borough Council (the lead authority) and the district/borough councils of Braintree, Epping Forest, Harlow, Tendring and Uttlesford. North Essex Parking Partnership is responsible (under agency arrangements with Essex County Council) for the enforcement of on-street parking restrictions within the areas covered by those councils.

For off-street car park contraventions: Where this Penalty Charge Notice (PCN) is issued in the district of Braintree, the enforcement authority is Braintree District Council. Where this PCN is issued within the borough of Colchester, the enforcement authority is Colchester Borough Council. Where the PCN is issued in the district of Harlow, the enforcement authority is Harlow District Council. Where the PCN is issued in Uttlesford, the enforcement authority is Uttlesford District Council.

Please note: all communications relating to this PCN should be directed to Colchester Borough Council (the lead authority for the North Essex Parking Partnership).

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

SEE REVERSE FOR: How to pay. How to challenge this Penalty Charge Notice.
What happens if no payment is made.

DO NOT PAY THE CIVIL ENFORCEMENT OFFICER

HOW TO PAY:

Pay online – You can pay online by Debit or Credit Card by visiting www.parkingpartnership.org. Please have vehicle details and penalty Charge Notice number ready. A receipt will be sent by email.

Pay by telephone – You can pay by telephone on 01206 282316 during office hours, or by calling our automated payment line (24 hours / 7 days a week) on 01206 507275. A receipt number will be given.

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

Challenge online – Complete online form at www.parkingpartnership.org

Write to – Parking Partnership, Parking Services, Colchester Borough Council, PO Box 5575, Colchester, CO1 9LT.

Details of the Parking Partnership's policy and approach to challenges can be found at: www.parkingpartnership.org or seen at Colchester Borough Council's offices – all cases will be considered on their individual circumstances. **Please quote the Penalty Charge Notice number, the vehicle registration number and your name and address on all correspondence.**

If you challenge this Penalty Charge Notice within the 14 day discount period, the discount amount will remain frozen until the enforcement authority responds. If the challenge is accepted the charge will be cancelled. If the challenge is not accepted the enforcement authority will generally extend the period within which the reduced penalty charge may be paid. Any charges that remain unpaid will be dealt with as follows: The Authority may request registered keeper details from the DVLA in the event of an unpaid Penalty Charge Notice.

If the Penalty Charge Notice is not paid or challenged:

If the Penalty Charge Notice is not paid before the end of the period of 28 days as specified on the front of this notice and has not been successfully challenged as above, the enforcement authority may serve a Notice to Owner on the person believed to be the owner of the vehicle at the time of the contravention requiring payment of the penalty charge. The person on whom a Notice to Owner is served will be entitled to make representations to the enforcement authority against the Penalty Charge Notice and may appeal to an adjudicator if those representations are rejected. If challenges against the Penalty Charge Notice are received at the specified address before the Notice to Owner is served they will be considered. However, once a Notice to Owner is served, any further representations must be made in the form and manner and at the time specified in the Notice to Owner. If these representations are accepted the Notice to Owner will be cancelled. If these representations are rejected, a Notice of Rejection will be issued and then there is a right of appeal to the independent Traffic Penalty Tribunal (TPT). Full details of how to do this will be issued by the enforcement authority in both the Notice to Owner and Notice of Rejection or from the adjudicators' website: www.trafficpenaltytribunal.gov.uk.

Further information about Civil Parking Enforcement (including Penalty Charge Notices, Notice to Owners and Notices of Rejections) is available online at: www.patrol-uk.info or www.parkingpartnership.org.