

**DO NOT IGNORE THIS NOTICE**



If the penalty charge is paid not later than the last day of the period of 14 days beginning with the date on which the notice is served the discounted charge will be accepted as full and final settlement. If the penalty charge is paid after the 14 day period then you will be required to pay the full amount. It is your responsibility to ensure that your payment is received on time. The Council cannot be held responsible for any delays or delivery failures. Payment of this Notice constitutes acceptance of liability. Paying by telephone or over the web is the most reliable way of ensuring that your payment is received on time.

**HOW TO PAY**

You can pay 24 hours a day, 365 days a year, using your debit or credit card. Simply call 0845 2308844 or visit [www.thanet.gov.uk/payments](http://www.thanet.gov.uk/payments) and follow the instructions.

Or

You can pay in person at the Thanet Gateway within Margate Library open Mon, Tue, Wed & Fri 9am to 6pm, Thursday 9am to 8pm and Saturday 9am to 5pm, excluding Public and Bank Holidays.

Or

You can pay by post making your cheque or postal order made payable to Thanet District Council, write the notice number on the back and send with the slip below completed. A receipt will only be sent if a stamped addressed envelope is provided. Do not send cash through the post. Post-Dated cheques will not be accepted. All postal payments and appeals must be sent to:-

THANET DISTRICT COUNCIL, CIVIL ENFORCEMENT OFFICE, PO BOX 9, CECIL STREET, MARGATE, KENT. CT9 1XZ.

**WHAT HAPPENS NEXT**

If you wish to appeal against the notice, you must do so in writing quoting the notice number or on line at [www.thanet.gov.uk](http://www.thanet.gov.uk). All cases will be considered on their individual circumstances. If we receive your appeal not later than 14 days beginning with the date of service, progression of the charge will be put on hold pending a reply. If your challenge is rejected the Council will usually re-offer the 14 day discount period. Telephone challenges will not be accepted.

Please note that the enforcement authority is Thanet District Council save in respect of on street parking contraventions where the enforcement authority is Kent County Council. Enforcement procedures in respect of on street parking contraventions are administered on behalf of Kent County Council, by Thanet District Council.

If the penalty charge is not paid 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, requesting payment of the penalty charge. The (NTO) will describe how the owner can make representations to the Council and, if rejected, how to appeal to an Independent Adjudicator. Further information on the appeals procedure can be found at [www.trafficpenaltytribunal.gov.uk](http://www.trafficpenaltytribunal.gov.uk)

Please complete details before returning with your payment

Name: (Mr/Mrs/Miss/Ms).....

Address:.....

.....Postcode:.....

Telephone No:.....

Cheque No:.....

Signature:.....

A receipt will not be sent unless a stamped address envelope is provided

I certify that the PCN information is the identical information contained on the PCN Issued to the relevant vehicle.