



Manage your account online

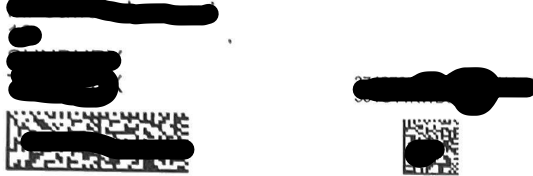


- 24/7 secure online payments
 - Tell us about your circumstances
 - Set up a repayment plan
- myaccount.qdrsolicitors.com



Scan this QR code with your phones camera to be taken to the website above to manage your account online.

Private and Confidential



23 02 2023

Our Reference: [REDACTED]
 Vehicle Registration Mark: [REDACTED]
 Parking Charge Notice ("PCN") Number: [REDACTED]
 Location: KUBUS POLISH SHOP TW134EZ FELTHAM TW134EZ
 Issue Date: 12/02/2022
 Parking Event: NOT AN AUTHORISED VEHICLE AS DETAILED ON SIGNAGE.
 Car Park Operator: PARKING AWARENESS SERVICES
 Balance Outstanding: £170.00 ("the Debt")

**FORMAL LETTER OF CLAIM
 PURSUANT TO PRE-ACTION PROTOCOL FOR DEBT CLAIMS ("the Protocol")**

We are instructed by ZZPS Limited on behalf of the Car Park Operator.

We previously wrote to you in connection with the recovery of the Debt, which has been incurred following the failure to repay the Parking Charge Notice detailed in the attached Statement.

Payment of the Debt is now long overdue. Please now pay the Debt in full without any further delay. To pay the Debt, our accepted payment methods are as follows:

- Online: <https://myaccount.qdrsolicitors.com>
- Debit Card: Please contact us on 01926 758 736 and select option 1
- Cheque/ Postal Order: Please send to Olympus Avenue, Leamington Spa, CV34 6BF

In order to ensure that you fully understand the circumstances in which the Debt was incurred, and pursuant to our obligations under the Protocol, we enclose the following documents for your attention:

- Statement of account including any interest and administrative charges to date
- Information Sheet
- Reply Form
- Financial Statement

If we do not hear from you within 30 days, we will review your account and anticipate being instructed to issue County Court Proceedings against you without further notice. If such a step is necessary, we will ask the Court to order that you pay our client's legal costs. These costs can be avoided if you engage properly with this matter now by returning the completed Reply Form to the address at the top of this letter. You can also call us on the telephone number set out above.



QDR Solicitors Limited is a Limited Company - Registered in England and Wales No. 07561541.
 Registered office: Olympus Avenue, Leamington Spa, Warwickshire, United Kingdom, CV34 6BF.
 A list of directors is available for inspection at the Registered Office.

Authorised and regulated by the Financial Conduct Authority to carry out debt collection and debt administration activities in respect of agreements regulated by the Consumer Credit Act 1974 (amended 2006)

Authorised and regulated by the Solicitors Regulation Authority under practice number 560560.

A wholly owned subsidiary of Wright Hassall LLP.

QDR Solicitors Limited
 Olympus Avenue
 Leamington Spa
 Warwickshire
 CV34 6BF

T 01926 758736
 W www.qdrsolicitors.com





If a County Court Judgment ("CCJ") is obtained against you, the details will be entered on the Register of Judgments, Orders and Fines. If a CCJ is obtained and not paid in full within 30 days, it will remain on the Register for 6 years. Please note this may impact on your ability to obtain future credit as this information is available to lenders and finance companies.

If a CCJ is obtained against you and you do not pay it, our client may commence enforcement action against you to recover the judgment amount plus any costs incurred, via one of the following methods (other methods may also be used):

- Issuing an Attachment of Earnings application. If this order is granted it instructs your employer to deduct money from your wages to pay back your debt.
- Issuing a Warrant of Control application. If this order is granted the court permits the use of Bailiffs in the recovery of the total debt outstanding plus costs.

Please contact us on 01926 758 736 or by email to info@qdrsolicitors.com to discuss repayment and avoid the need for any further action. If contacting us by email please include your full name, first line of address, postcode and date of birth. We take the security of your information seriously and this will enable us to ensure we only provide information to the right person.

Our offices are open between the hours of 9:00am and 6:00pm Monday to Thursday and 9:00am and 5:30pm on a Friday.

This letter is a Letter Before Claim pursuant to the Practice Direction on Pre Action Conduct and Protocols, copies of which may be found at http://www.justice.gov.uk/courts/procedure-rules/civil/rules/pd_pre-action_conduct

We trust that it will not be necessary for our client to issue proceedings, and look forward to receiving payment of the Debt in full. In the alternative, please contact us with your re-payment proposals so that we may take instructions on the same.

We look forward to hearing from you.

Yours Sincerely

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Information Sheet

You have received this notice because a Business intends to take you to Court in relation to payment of a debt. This Notice tells you what to do next, including how to avoid Court action. Please read it carefully

What should I do now to make sure I am not taken to court unnecessarily?

Read the enclosed letter from the business very carefully. Think about whether you owe the debt and whether the amount is correct. The letter should provide information about how much money you owe and any interest and fees added to the debt. If it doesn't, ask the business for more information. Once you have read the letter, consider the following options.

•Seeking debt advice.

If you are in financial difficulty or need advice to help you work out whether you owe the debt, or how you might pay the debt, contact a debt advisor (particularly if you haven't been in contact with the business for a number of years).

The following organisations offer free, impartial and non-judgemental advice:

Citizens Advice	03444 111 444 (England)03444 772 020 (Wales)	www.citizensadvice.org.uk
Civil Legal Advice	0345 345 4345	www.gov.uk/civil-legal-advice
StepChange Debt Charity	0800 138 1111 (Freephone)	www.stepchange.org
National Debtline	0808 808 4000 (Freephone)	www.nationaldebtline.org
AdviceUK	0300 777 0107	www.adviceuk.org.uk
Christians Against Poverty	0800 328 0006 (Freephone)	www.capuk.org

It is recommended that you get debt advice if you have any doubt about whether you owe the debt or whether you can pay it now.

If you don't have a copy of the agreement (contract) between you and the business, and you need this to decide what to do next or to help you get debt advice, you can ask the business to provide you with a copy.

•Speaking to the business.

If you agree you owe the debt and want to talk to the business about payment terms, or if you have any questions or concerns, get in touch with the business as soon as possible. Their contact details should be in the letter they sent you.

•Filling in the Reply Form.

If you have not been able to resolve the matter by speaking to the business, you should fill in the Reply Form that was provided with the letter from the business, and then send it back to the business. You should complete the Reply Form with as much information as possible to avoid court action being taken against you.

How long do I have to fill in the Reply Form?

You only have 30 days from the date at the top of the letter from the business to send back the Reply Form. If the business does not get your Reply Form within 30 days, it could take you to Court in relation to the debt. Make sure you allow time for posting.

If a court orders you to pay an amount of money (called "having judgment entered against you"), details of the judgment will usually be entered on the Register of Judgments, Orders and Fines. Most entries stay on the Register for six years unless you pay the amount you owe within one month of the Judgment.

Organisations such as banks, building societies and credit companies use the information on the Register when someone applies for credit, such as a loan or overdraft. It helps them decide whether or not that person would be able to pay off a debt.

What happens if I fill in and return the Reply Form in time?

If you return the Reply Form within 30 days, you and the business will have at least a further 30 days to discuss the debt, or for you to seek debt advice, before the business takes you to Court. During that time you should discuss with the business how you can resolve the matter, ideally without going to Court.

If you request more information in the Reply Form, the business must wait at least 30 days after it gives you that information before taking you to court.

Where can I find out more?

This Information Sheet is a summary of your rights and responsibilities under the Pre-Action Protocol for Debt Claims. Where a business and an individual disagree about a debt claim, the Protocol tells them what they should do before they go to court. If you want to know more, the full Protocol is available at:

<https://www.justice.gov.uk/courts/procedure-rules/civil/protocol>.

