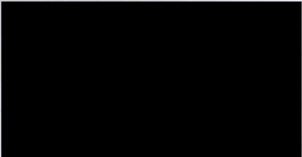


BUS LANE PENALTY CHARGE NOTICE

The Transport Act 2000, Bus Lane Contraventions
(Penalty Charges, Adjudication and Enforcement) (England) Regulations 2005.



Essex County Council
Po Box 1481
Northampton
NN1 9GJ



Penalty Charge Notice

PCN Number: [REDACTED]
Vehicle Registration: [REDACTED]
Date of PCN & posting: 04/06/2020

On 31/05/2020 at 12:24 a vehicle with the registration mark [REDACTED] was involved in the following alleged bus lane contravention:
Contravention code and description: (Code 34J)

34J Being in a bus lane (camera enforcement)
Location: Maldon Road, Colchester

The alleged contravention has been detected and recorded by an Approved CCTV device.

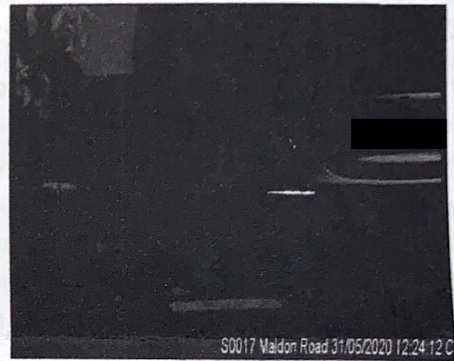
The penalty charge of £60.00 is now payable and must be paid not later than the last day of the period of 28 days beginning with the date on which this Notice is served. This Notice will be taken to have been served on the second working day after the day of posting (as shown to the right) unless you can show that it was not.

The penalty charge will be reduced by a discount of 50% to £30.00, if it is paid not later than the last day of the period of 14 days beginning on the date on which this Notice is served.

You may make representations to Essex County Council as to why this penalty charge should not be paid. These representations should be made not later than the last day of the period of 28 days beginning with the date on which this Notice is served and any representations which are made outside that period may be disregarded.

NOTE: If you do not pay the penalty charge or make representations before the end of the 28 day period specified above the Council may issue a **Charge Certificate**, which will increase the original penalty charge by 50% to £90.00 and take steps to enforce payment.

To pay or make representations about this penalty charge, please visit <https://buslanepayments.essex.gov.uk> or see page three for further information.



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PAYMENT SLIP

If payment is made by post please see page three of this letter for further details and detach this slip.

Vehicle Registration Number:	[REDACTED]
Penalty Charge Notice Number:	[REDACTED]
Date of PCN and posting	04/06/2020

I enclose a cheque/postal order for the amount of _____

Secure Instant Payments



Instant secure payment can be made for your Penalty Charge Notice using one of the following methods:

- 03300 889 673
- <https://buslanepayments.essex.gov.uk>

For further payment information please see page three of this PCN.

made payable to Essex County Council.

Statutory grounds of appeal

Should you wish to make representations against the imposition of the penalty charge, indicate below by ticking the appropriate box(es) why you believe you are not liable and give all relevant details in the box below, using additional sheets if necessary, sign the form and return it to Essex County Council.

- The alleged contravention did not occur. (Please explain why you believe no contravention took place).
- The conduct constituting the contravention is the subject of criminal proceedings or a fixed penalty notice has been given in respect of that conduct. (Please supply evidence to support this).
- The recipient never was the owner of the vehicle in question, had ceased to be its owner before the detection date or became its owner after the detection date. (You must supply evidence to support this i.e. an invoice or bill of sale confirming the date of the transaction and the new or former owner's name and address details).
- The recipient was the registered keeper of the vehicle in question on the detection date, but on that date the vehicle was subject to a hire agreement, was kept by a vehicle trader or the vehicle was taken without the consent of the recipient. (Please supply evidence to support this).
- The recipient was the hirer of the vehicle but is not liable to pay the penalty charge as there was at the time of the alleged contravention no hire agreement and the person hiring it, or an individual authorised to sign on his behalf, had not signed a statement of liability acknowledging his liability in respect of any penalty charge incurred during the currency of the hire agreement.
- The penalty charge exceeded the amount applicable in the circumstances of the case.
- Other grounds. If your representations do not come under any of the statutory grounds of appeal but you wish to give other reasons for consideration, you must give as much detail as possible below and if available documentary evidence to support your case.

Write your representations here. Please use black ink.

I confirm that my representations are true to the best of my knowledge. I realise that knowingly or recklessly making a false statement may result in prosecution and a fine upon conviction of up to level 5 on the standard scale (currently £5,000).

Signature: _____

Date: _____

Name (in full):

Position in company (if relevant):

Pay or appeal**How to pay**

Payment can be made in any of the following ways:



03300 889 673

<https://buslanepayments.essex.gov.uk>

Essex County Council

Po Box 1481

Northampton

NN1 9GJ

Payment can be made using a debit or credit card. Cheques and postal orders must be made to 'Essex County Council' and the PCN number should be written on the reverse.

Your payment counts as being received when it reaches our payment office – not when you post it. Allow at least two working days for first class post and five for second class for your payment to arrive.

Please do not send us cash by post.

How to appeal

There are set statutory grounds on which representations may be made, please refer to page 2. If you think one or more of the listed grounds applies to your case and you believe that the penalty charge should not be paid you may make representations to Essex County Council. Representations must be made in writing and can be submitted by:

<https://buslanepayments.essex.gov.uk>

Essex County Council, Po Box 1481,
Northampton, NN1 9GJ

If you are unable to use any of these methods or have any other enquiry, please telephone 01604 625637 during office hours.

This notice will be cancelled if one or more of the specified grounds are established. This notice may be cancelled for other compelling reasons even if none of the specified grounds apply. If the notice is cancelled any sum already paid will be refunded.

If your appeal is submitted within the 14 day 'early payment incentive' period (outlined on page one), this tariff will continue for a 14 day period following decision of an unsuccessful appeal.

If your appeal is submitted outside of the 'early

Representations which are made after the end of the 28 day period specified on the first page of this notice may be disregarded. This notice will be taken to have been served on the second working day after the day of posting unless you can show that it was not. For more information on this, please refer to 'rules relating to the service'. If you submit your representations late, you should explain why.

If your representations are received in time or are received late but are taken into account, Essex County Council will aim to let you know its decision in writing not later than the last day of the period of 56 days beginning with the date on which your representations was served on it. If your representations are rejected, you have the right to appeal against that decision to an independent adjudicator. An appeal form will be sent with the letter rejecting your representations. The form will explain how and when to appeal to the adjudicator.

Essex County Council's policy about late representations and/or representations not covered by the statutory grounds can be found at <https://buslanepayments.essex.gov.uk> or in a leaflet available from our office. Further information about Civil Enforcement is available online at www.patrol.uk/info.

payment incentive' period the full charge will be due should your appeal be unsuccessful.

Rules relating to the service

This Penalty Charge Notice will be taken to have been served on the second working day after the day of posting:

The Bus Lane Contravention (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2005, Part 1, Regulation 2:

5. References to the service of a document include

service by post and, in determining for the purpose of these Regulations the date on which a notice or other document is served by post, it shall be presumed that the service of a notice sent by first class post was effected on the person to whom it was addressed on the second working day after the day on which it was posted.

Camera recording

You may view the record of the contravention produced by the approved device pursuant to which the penalty charge was imposed, at:

<https://buslanepayments.essex.gov.uk>

Data protection statement

Essex County Council (ECC) will use the data provided by you to process this notice to enable ECC to meet its statutory requirement for the enforcement of traffic contraventions. ECC fully complies with information legislation

and details of how we use personal data can be found here www.essex.gov.uk/privacy. If you have concerns about how your data is processed by ECC please contact DPO@essex.gov.uk