

HOW TO PAY

• **Online:** <http://pcnpayments.apcoa.co.uk>

• **By post:**

PLEASE DO NOT SEND CASH THROUGH THE POST

Cheques or Postal Orders should be made payable to:

APCOA PARKING (UK) Ltd. Please write the Parking Charge Notice number together and your name and address on the back of the cheque together with the completed payment slip and send to APCOA Parking (UK) Ltd, PO BOX 1010, UXBRIDGE, UB8 9NT.

Please allow time for postal days when sending payment.

WHAT HAPPENS NEXT?

If you wish to make a challenge against this notice you must do so in writing within 28 days beginning with the date of issue of the Parking Charge Notice to the following address: APCOA Parking (UK) Ltd, PO Box 1010, Uxbridge, UB8 9NT.

The progression of the Parking Charge Notice will be put on hold pending a reply. If the challenge is received within the discounted period (14 days from issue) and the challenge is not successful you will be offered the discounted rate to pay again.

IF AFTER 28 DAYS BEGINNING WITH THE DATE OF ISSUE OF THE NOTICE, THE NOTICE HAS NOT BEEN CANCELLED OR REMAINS UNPAID APCOA MAY APPLY TO THE DVLA FOR KEEPERS DETAILS IN ORDER TO PURSUE PAYMENT FOR THE OUTSTANDING PARKING CHARGES AND ISSUE A NOTICE TO KEEPER.

IF THE REGISTERED KEEPER WAS NOT THE DRIVER AT THE TIME THE BREACH OF TERMS & CONDITIONS OCCURRED. THE KEEPER WILL BE ASKED TO PROVIDE NAME AND ADDRESS OF SERVICE FOR THE DRIVER SO APCOA MAY PURSUE PAYMENT OF THE PARKING CHARGES.

IF AFTER 28 DAYS BEGINNING WITH THE DATE THE NOTICE TO OWNER IS GIVEN. APCOA HAS NOT RECEIVED PAYMENT IN FULL AND DO NOT KNOW THE NAME OR ADDRESS OF THE DRIVER. APCOA HAS THE RIGHT TO PURSUE THE REGISTERED KEEPER OF THE VEHICLE FOR THE UNPAID PARKING CHARGES.

Further enquiries concerning this notice please call: 0345 301 1151

APCOA is Data Processor

APCOA on behalf of the 'Land Owner' will use the personal data it collects (including the vehicle registration) to obtain from the DVLA the registered keeper's name and address and to send a Notice to Keeper, any related correspondence and any further notices if this Parking Charge Notice remains unpaid. You have 28 days to pay this Penalty Charge Notice from the date on which it was issued. After that further action may be taken.

It is in the Land Owner's legitimate interests to regulate the parking on its land. Also, by parking you have entered into a contract which includes an agreement to park in accordance with the Terms and Conditions of Parking and you agreed to your information being processed for this purpose as part of that contract.

The personal information will be used by the Land Owner's parking enforcement contractors, APCOA Parking (UK) Limited, and may also be shared with payment enforcement contractors if relevant. The information will be retained for 6 years following the completion of processing. If you are concerned about how the Land Owner is using the information, you can contact the Data Protection Officer of its parking enforcement contractor via dpo@apcoa.com or on 01895272500. More information about your rights concerning the use of personal information is available on their website www.apcoa.com, or via the Information Commissioner (www.ico.org.uk).

Detach here

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Please complete the details below before returning the slip with your payment:

Name: Mr/Mrs/Miss/Ms: _____

Address: _____

Post Code: _____