

## Penalty Charge Notice

The A282 Trunk Road (Dartford-Thurrock Crossing Charging Scheme) Order 2013 and The Road User Charging Schemes (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2013 (as amended)

To:

Issue date

Penalty Charge  
Notice number

The Secretary of State as charging authority serves this Penalty Charge Notice on you as the registered keeper of/person liable for the following motor vehicle:

Registration mark:

Make:

Model:

due to the use or keeping of the above motor vehicle on the A282 Dartford-Thurrock Crossing at the time and location stated below, without payment of the required road user charge in the time and manner specified.

Location:

Contravention date:

Contravention time:

The penalty charge is £ . You have 14 days beginning with the date of service of this notice to pay a reduced penalty charge of £ . If this is not paid within 14 days then the full penalty charge of £ is payable.

**If you do not pay or make representations against the Penalty Charge Notice before the end of the period of 28 days beginning with the date of service of this notice, a Charge Certificate may be issued which will increase the penalty charge to £ . Failure to then pay the increased penalty charge may result in the outstanding balance being registered as a debt in the County Court.**

**In addition to the penalty charge you must also pay the applicable road user charge of £ .**

### How to Pay

**By Credit or Debit Card on the Dart Charge Website:** [www.gov.uk/dart-charge](http://www.gov.uk/dart-charge)

**By Phone:** 0300 300 0120

**By Post using the payment slip below and enclosed envelope:** Cheques & postal orders should be made payable to "Dart Charge". Please write the Penalty Charge Notice number on the reverse of the cheque and attach it to the signed payment slip.

All postal payments must be sent to: **Dart Charge, PO Box 842, Leeds, LS1 9QF**

**DO NOT IGNORE THIS NOTICE – Road User Charge and Penalty Charge payment details**



Payment can be made by visiting [www.gov.uk/dart-charge](http://www.gov.uk/dart-charge). Use this slip only for payment by post.

Please complete the details and sign below as necessary, detach it and return it using the enclosed envelope to **Dart Charge, PO Box 842, Leeds, LS1 9QF**.

#### Tick to indicate payment method:

By cheque/postal order

By credit/debit card

Tick box to authorise payment of £  if paid within 14 days of date of service

£  if not paid within 14 days of date of service

(these amounts include the Road User Charge corresponding to your motor vehicle class plus the amount of the Penalty Charge)

Name on card (BLOCK CAPITALS)

Card Number:

Valid from (mmyy)  Expiry date (mmyy)  Billing postcode

Signature  Date

This payment slip must be signed to authorise a card payment. Failure to provide a signature may result in further enforcement action.

# Service of this Notice

Under paragraph 3(4) of the Road User Charging Schemes (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2013 (as amended) unless the contrary is proved, service of this Penalty Charge Notice is deemed to have been effected on the second working day after it is posted (the posted date being the issue date shown overleaf).

## How to make Representations

If you wish to dispute this Penalty Charge Notice, you may make representations relying on any of the grounds A-G listed below. You may also make representations (whether or not any of grounds A-G apply) if you consider there are compelling reasons why this Penalty Charge Notice should be cancelled. This is referred to as ground H. This Notice will be cancelled if the Secretary of State accepts that one or more of grounds A-G is established or that there are compelling reasons for cancellation. If this Penalty Charge Notice is cancelled any sum paid in respect of this notice (and if applicable the road user charge) will be refunded.

You can make representations by post, using the Representation Slip below and enclosed envelope. Representations should be sent to **Dart Charge, PO Box 842, Leeds, LS1 9QF**. You must indicate on which of the grounds A-H you wish to make representations.

The Secretary of State may disregard any representations which are received after the end of the 28 day period beginning with the date of service of this Penalty Charge Notice.

The grounds on which you can make a representation are that:

- A. you:
  - (i) never were the registered keeper of the motor vehicle in question (nor someone who hired it having agreed to accept liability for the road user charge and the penalty charge).
  - (ii) had ceased to be the registered keeper of the motor vehicle before the contravention date and time shown overleaf (**in which case you must provide the name and address of the person you disposed of the motor vehicle to (if known)**); or
  - (iii) became the registered keeper of the motor vehicle after the contravention date and time shown overleaf (**in which case you must provide the name and address of the person you acquired the motor vehicle from (if known)**).
- B. at the contravention date and time shown overleaf the motor vehicle was being used or kept without your consent. **If you have supporting evidence, such as the name and address of the person who you believe was using or keeping the motor vehicle at that date and time or, if you reported the motor vehicle as stolen, the crime reference number or police unique reference number (URN), or the insurance claim reference then you must provide this with your representation;**
- C. you are a vehicle-hire firm and at the contravention date and time shown overleaf the motor vehicle was hired to a person under a hire agreement and the hirer had signed a statement accepting liability for any road user charges or penalty charges and had given an address for documents to be sent to them. **If you have supporting evidence, such as a copy of the hire agreement and the signed statement of liability (including the hirer's name and address) then you must provide this with your representation.**
- D. you paid the road user charge at the time and in the manner required by the charging scheme. Please provide a copy of your receipt or the unique payment reference number. Alternatively, if you have a Dart Charge account, please include your account number;
- E. no road user charge or penalty charge is payable under the charging scheme;
- F. the penalty charge exceeded the amount applicable in the circumstances of this case; or
- G. there has been a procedural impropriety on the part of the Secretary of State for Transport, i.e. a failure to observe any requirement imposed on the Secretary of State by the Transport Act 2000 or the Road User Charging Schemes (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2013 (as amended) in relation to the imposition or recovery of the penalty charge or any other sum.

Compelling Reasons:

- H. You may also make representations (whether or not any of grounds A-G apply) because you consider there are compelling reasons why this Penalty Charge Notice should be cancelled. **You should explain these reasons on the Representation Slip below, continuing on another sheet if necessary.**

## Appeal

If the Secretary of State rejects your representations you will be notified in writing. You may appeal against that decision to the Traffic Penalty Tribunal, an independent adjudication service. Information on how to appeal will be included in the written notice. You must make your appeal within the period of 28 days from the date you receive the notice (or a longer period, but only if the adjudicator agrees to this).

## Data Collection Notice

The Secretary of State (and its contracted service provider Sanef Operations Limited) may hold, use or disclose information including personal data (as defined in the Data Protection Act 1998) collected prior to or following the issuing of this Penalty Charge Notice for the enforcement of the non-payment of the road user charge or the penalty charge in accordance with the Road User Charging Schemes (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2013 (as amended). The information may be disclosed to other third parties where it is necessary and lawful to do so e.g. for the prevention and detection of crime. All personal data will be processed in accordance with the Data Protection Act 1998.

## Representation Slip



If you are making representation on ground A (i), (ii) or (iii) above, please tick the relevant box below. I was not the registered keeper of the motor vehicle at the contravention date and time because: <input type="checkbox"/> I never was the registered keeper of the motor vehicle (nor someone who hired it having agreed to accept liability for the road user charge and the penalty charge). <input type="checkbox"/> I had sold the motor vehicle before that date. <input type="checkbox"/> I had bought the motor vehicle after that date.	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">Name and Address of Buyer/Seller/Hirer</th> </tr> <tr> <td style="width: 15%;">Name</td> <td style="width: 85%;"><input style="width: 95%;" type="text"/></td> </tr> <tr> <td>Address</td> <td><input style="width: 95%;" type="text"/></td> </tr> <tr> <td>Postcode</td> <td><input style="width: 40%;" type="text"/></td> </tr> <tr> <td>Date of Purchase/Sale</td> <td><input style="width: 40%;" type="text"/></td> </tr> </table>	Name and Address of Buyer/Seller/Hirer		Name	<input style="width: 95%;" type="text"/>	Address	<input style="width: 95%;" type="text"/>	Postcode	<input style="width: 40%;" type="text"/>	Date of Purchase/Sale	<input style="width: 40%;" type="text"/>
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Postcode	<input style="width: 40%;" type="text"/>										
Date of Purchase/Sale	<input style="width: 40%;" type="text"/>										
If you are making representation on grounds B – H above, please tick the relevant box(es) below. <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H											
<b>If you have evidence to support your representation, including where you consider that there are compelling reasons why this Penalty Charge Notice should be cancelled, provide details here</b> (Continue on separate sheet if necessary)											
I confirm the information above is correct to the best of my knowledge											
Signature: <input style="width: 80%;" type="text"/>	Date: <input style="width: 150px;" type="text"/>										
Position in company (if applicable): <input style="width: 95%;" type="text"/>											
Name in (BLOCK CAPITALS): <input style="width: 95%;" type="text"/>											