

# PARKING FINE APPEAL LETTER

To: \_\_\_\_\_

Parking Violations Office

Address: \_\_\_\_\_

## Subject: Appeal against Parking Fine

I write to formally appeal against the Parking Charge Notice issued to me by your office. Please find below the details related to the alleged contravention and reasons supporting my appeal.

### Ticket Details:

Vehicle Registration Number: \_\_\_\_\_

PCN Number: \_\_\_\_\_

Date and Time of Alleged Contravention: \_\_\_\_\_

Location of Alleged Contravention: \_\_\_\_\_

### Appellant Details:

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

### Grounds for Appeal:

#### 1. Incorrect or Inadequate Signage

The signage at the location was unclear, obscured, insufficient, or misleading, and did not provide reasonable notice of the parking restrictions or charges.

#### 2. Procedural Impropriety

The Parking Charge Notice was not issued in accordance with the relevant legal and procedural requirements set out by the Traffic Management Act 2004 and associated regulations.

#### 3. Vehicle Ownership and Liability

I am not the owner or keeper of the vehicle at the time of the alleged contravention, and therefore should not be held liable under the Protection of Freedoms Act 2012.

#### 4. Medical or Emergency Grounds

The vehicle was parked due to a genuine medical emergency or other pressing circumstances beyond my control, preventing compliance with parking terms.

#### 5. Payment or Permit Validity

I had paid for parking or held a valid permit at the time, and evidence of payment or permit is attached.

#### 6. Mitigating Circumstances

Other exceptional or mitigating circumstances apply which justify cancellation or waiver of the charge.

**7. Evidence of Contravention**

There is insufficient or flawed evidence that the alleged contravention occurred as described.

**Supporting Evidence:**

Please find attached copies of any relevant evidence, including photographs, receipts, correspondence, or other documentation supporting my appeal. I request that the Council considers this evidence carefully and exercises discretion to cancel the Parking Charge Notice.

**Declaration:**

I declare that the information provided in this appeal is true and accurate to the best of my knowledge. I understand that providing false information may have legal consequences.

**Request:**

In light of the foregoing, I respectfully request the cancellation of the Parking Charge Notice and confirmation of this decision in writing at the earliest opportunity.

Yours faithfully,

**Signature:**

\_\_\_\_\_

**Date:**

\_\_\_\_\_

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