

PENALTY CHARGE NOTICE – DO NOT IGNORE

The A533 (Mersey Gateway Bridge) and the A557 (Silver Jubilee Bridge) Roads User Charging Scheme Order 2018 (the "Order") and The Road User Charging Schemes (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2013 (as amended) (the "Regulations")

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04091901/011533/001/001

To:

| | |
|-------------------------------------|--|
| Issue date | <input type="text" value="(Date of the PCN)"/> |
| Penalty Charge Notice Number | <input type="text" value="(XM Number)"/> |

Halton Borough Council ("We") as Charging Authority serves this Penalty Charge Notice on you as the registered keeper of, person identified as using or keeping or otherwise liable for the following motor vehicle:-

Registration:

Make:

Model:

On the following grounds: due to the use or keeping of the above motor vehicle on the designated road to which the Order applies at the time and location stated below, without payment of the required toll in the time and manner specified under the Order and the Regulations:-

Location: **Mersey Gateway Bridge Southbound**

Crossing date: Crossing time:

The penalty charge is **£40.00**. We will reduce this to **£20.00** if you pay within 14 days of the date of service of this notice. You must also pay the outstanding toll of **£2.00**.

You must pay £22.00 in total within 14 days of date of service or £42.00 if you pay after 14 days of date of service.

If you believe this Penalty Charge Notice should not have been issued to you, you can challenge it by **making a representation** (more information can be found about representations on the reverse of this notice).

If you do not pay or make a representation against this Penalty Charge Notice (PCN) 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 **£60.00**. **Failure to then pay the increased penalty charge may result in the outstanding balance being registered as a debt in the County Court.**

HOW TO PAY

You can pay for this penalty charge by credit or debit card by visiting the merseyflow website: www.merseyflow.co.uk or you can scan this QR code using your smartphone.



Alternatively, call **01928 878878** and select the option to pay a Penalty Charge Notice. Please wait for your receipt number to ensure your payment has been processed successfully.

*Service of this Notice

Unless the contrary is proved, service of this Penalty Charge Notice is deemed to have been effected on the second working day after the issue date shown at the top of this page.



Making a Representation

To challenge a PCN you can make a representation via our website www.merseyflow.co.uk or complete the slip below and send it, along with any supporting evidence, to merseyflow, PO Box 327, Runcorn WA7 9DW. You should make your representation within 28 days of the date of service of this notice. We're not obliged to consider representations received after this time.

This table shows the formal grounds upon which a representation or an appeal may be made, as defined by the Road User Charging Schemes (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2013, together with some guidance notes

| | | |
|---|--|--|
| A | You were never the keeper, nor a hirer, of the vehicle. | |
| | You were no longer the keeper of the vehicle at the time and date of this contravention shown overleaf. | Please provide the name and address of the person you disposed of the motor vehicle to (if known). |
| | You took ownership of the vehicle after the time and date of this contravention shown overleaf. | Please provide the name and address of the person you acquired the vehicle from (if known). |
| B | The vehicle was being used or kept without your consent at the time and date of this contravention shown overleaf. | Please provide the name and address of the person you believe was using or keeping the vehicle (if known). If you reported the vehicle as stolen, we'll need to see the crime reference number or police unique reference number, or the insurance claim reference. |
| C | You represent a hire firm, and the vehicle was on hire at the time and date of this contravention shown overleaf. | We will need to see a copy of the hire agreement which should include the hirer's full name and address and a signed statement of liability for road user charges or penalty charges. |
| D | You correctly paid for this crossing. | Please provide a copy of your receipt or the unique payment reference number. If you have a merseyflow account, please include the account number. |
| E | No road user charge is payable under the charging scheme. | If you believe you are exempt from payment, please provide proof of your exemption. |
| F | The penalty charge exceeded the applicable amount. | |
| G | Procedural impropriety. | If you believe there has been a failure on the part of the Halton Borough Council in relation to this notice or its enforcement, you must explain this to us. |

You can still make a representation even if none of these grounds are applicable. If you believe there are compelling reasons why this penalty charge should be cancelled, you should explain these reasons to us. **If you have changed address, please ensure you provide your new details and confirm the date you moved.**

Appeal

We respond to every representation in writing. If we reject your representation 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 of Rejection. You should make your appeal within 28 days of the date you receive the notice.

How we use your information

Merseyflow is operated by Emovis Operations Mersey Ltd on behalf of Halton Borough Council. We use your personal data for the enforcement of unpaid charges in accordance with the legislation quoted at the top of this notice. We may disclose your information to third parties where it is necessary and lawful to do so. Your personal data will be handled in accordance with the General Data Protection Regulations (GDPR). A copy of our Privacy Policy can be found at www.merseyflow.co.uk/privacy



Representation Slip

| | |
|--|---|
| <input type="checkbox"/> I was never the keeper, nor a hirer, of the vehicle. <input type="checkbox"/> I had sold the vehicle before that date. <input type="checkbox"/> I bought the vehicle after that date. | <p style="text-align: center;">Name and Address of Buyer/Seller/Hirer</p> Name: <input type="text"/> Address: <input type="text"/> Postcode: <input type="text"/> |
| If you are making a representation on grounds B – G above, please tick the relevant box(es) B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> | |
| 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 (continue on separate sheet if necessary) | |
| I confirm the above is correct to the best of my knowledge | |
| Signature: _____ | Date: <input type="text"/> |
| Position in company (if applicable): <input type="text"/> | |
| Name (in BLOCK CAPITALS): <input type="text"/> | |
| Email: _____ | Phone: <input type="text"/> |