
STATUTORY INSTRUMENTS

1998 No. 3132

The Civil Procedure Rules 1998

[^{F1}PART 75

TRAFFIC ENFORCEMENT

[^{F1}Request

75.3.—(1) The authority must file a request in the appropriate form scheduling the amount claimed to be due.

(2) The authority must, in that request or in another manner approved by the court officer—

(a) certify—

- (i) that 14 days have elapsed since service of the notice of the amount due;
- (ii) the date of such service;
- (iii) the number of the notice of the amount due; and
- (iv) that the amount due remains unpaid;

(b) specify the grounds (whether by reference to the appropriate code or otherwise), as stated in the notice, on which the authority claims to be entitled to claim that amount; and

(c) state—

- (i) the name, title and address of the respondent;
- (ii) the registration number of the vehicle concerned;
- (iii) the authority's address for service;
- (iv) the court fee; and
- (v) such other matters as required by [^{F2}Practice Direction 75].

(3) On receipt of a request that meets the requirements of paragraphs (1) and (2), the court officer will order that the amount due may be recovered as if it were payable under a [^{F3}County Court] order by [^{F4}registering] the request and returning it to the authority.

[^{F5}(4) On receipt of a registered request the authority may draw up the order and must—

(a) insert in the order the date by which the respondent must either—

- (i) comply with the order; or
- (ii) file a statutory declaration or witness statement; and

(b) attach to the order a form of statutory declaration or witness statement for the respondent's use.]

[^{F6}(5) The authority must serve in accordance with Part 6 the order (and the form of statutory declaration or witness statement) on the respondent within 15 days of the date on which the request is registered by the court.]

F7(6)]

Textual Amendments

- F1** Pt. 75 inserted (1.10.2002) by The Civil Procedure (Amendment) Rules 2002 (S.I. 2002/2058), rule 1(a), **Sch. 9**
- F2** Words in rule 75.3(2)(c)(v) substituted (6.4.2010) by The Civil Procedure (Amendment No.2) Rules 2009 (S.I. 2009/3390), rules 1(2), **49(b)**
- F3** Words in rule 75.3(3) substituted (22.4.2014) by The Civil Procedure (Amendment) Rules 2014 (S.I. 2014/407), rules 2(1), **35(d)**; S.I. 2014/954, art. 2(a)
- F4** Word in rule 75.3(3) substituted (31.3.2008) by The Civil Procedure (Amendment No.2) Rules 2007 (S.I. 2007/3543), rules 1(a), **9(c)(ii)**
- F5** Rule 75.3(4) substituted (31.3.2008) by The Civil Procedure (Amendment No.2) Rules 2007 (S.I. 2007/3543), rules 1(a), **9(c)(iii)** (with rule 13)
- F6** Rule 75.3(5) substituted (31.3.2008) by The Civil Procedure (Amendment No.2) Rules 2007 (S.I. 2007/3543), rules 1(a), **9(c)(iv)** (with rule 13)
- F7** Rule 75.3(6) revoked (31.3.2008) by The Civil Procedure (Amendment No.2) Rules 2007 (S.I. 2007/3543), rules 1(a), **9(c)(v)** (with rule 13)

Changes to legislation:

There are currently no known outstanding effects for the The Civil Procedure Rules 1998, Section 75.3.