

Document Generated: 2023-08-01

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## SCHEDULE

### OFFENCE OF LEAVING LITTER

NOTICE OF OPPORTUNITY TO PAY FIXED PENALTY The Environmental Protection Act 1990,  
section 88

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Alleged offender:

Address:

I, (a), an authorised officer/a constable (delete as necessary) of (b) have reason to believe that on (c) you committed an offence of leaving litter, under section 87 of the Environmental Protection Act 1990, in the area of (d). This notice offers you the opportunity of discharging any liability to conviction for that offence by payment of a fixed penalty. The circumstances alleged to constitute the offence are as follows:

No proceedings will be taken for this offence before the expiration of fourteen days following the date of this notice. You will not be liable to conviction for the offence if you pay the fixed penalty during that period of fourteen days.

The amount of the fixed penalty is (e). It may be paid to (f) at the following address. (g)

Payment may be made by pre-paying and posting to (f) at (g) a letter containing the amount of the penalty. Payment may be in cash, or by a cheque, postal order or money order made payable to (f). (If you are sending cash you are advised to send it by registered post). Payment made in this way will be regarded as having been made at the time at which the letter would be delivered in the ordinary course of post. Alternatively payment may be made in person or by any other method.

Signature of authorised officer/or constable.....

Date.....

**Letter which may be used for payment by post**

I enclose with this letter the amount of , being the fixed penalty for an offence of leaving litter under section 87 of the Environmental Protection Act 1990.

Signature.....

Name in capitals..... Date.....

- (a) Insert name of authorised officer or constable.
- (b) Insert name of litter authority or police force.
- (c) Insert date on which offence is alleged to have been committed.
- (d) Insert name of area of litter authority or place where the offence is alleged to have been committed.
- (e) Insert amount of £50 or any different amount for the time being specified by the Scottish Ministers under section 88(1) of the Environmental Protection Act 1990.
- (f) Insert title or name of the person to whom the fixed penalty is to be paid.
- (g) Insert address at which payment is to be made.