

SCHEDULES

SCHEDULE 1

FIXED PENALTIES

Contents of penalty notice

- 2 (1) A penalty notice must also state—
 - (a) the name and address of the enforcement authority on whose behalf the authorised officer was acting when he gave the notice,
 - (b) the amount of the penalty and the period for its payment,
 - (c) the discounted amount and the period for its payment,
 - (d) the consequences of not paying the penalty or the discounted amount before the end of the period mentioned in paragraph (b) or (c),
 - (e) the person to whom and the address at which payment may be made,
 - (f) by what method payment may be made,
 - (g) the person to whom and the address at which any representations relating to the notice may be made.
- (2) The person mentioned in sub-paragraph (1)(e) and (g) must be the enforcement authority referred to in sub-paragraph (1)(a).