

## SCHEDULE

### Civil Sanctions

## PART 1

### Variable Monetary Penalties and Compliance Notices

#### **Contents of final notice: variable monetary penalty**

5. A final notice for a variable monetary penalty must include information as to—
  - (a) the grounds for imposing the penalty;
  - (b) the amount to be paid;
  - (c) how payment may be made;
  - (d) the period within which payment must be made, which must be not less than 28 days;
  - (e) rights of appeal; and
  - (f) the consequences of failing to comply with the notice.