

COMHAIRLE CHONTAE CHILL CHAINNIGH

KILKENNY COUNTY COUNCIL

Tel: 056 7794540 / email: trafficfines@kilkennycoco.ie



Appeal Form

Fixed Charge Offence

(NB: Photographic evidence on our files)

Kilkenny County Council operates a prepaid Disc Parking System, Pay by Phone and a Barrier System for its car parks. Motorists must comply with the Kilkenny Borough Council Car Park Bye Laws 2010 and Parking Control Bye Laws 2012 and Appointed Stands Bye Laws 2010. Motorists must also comply with National Parking Regulations which govern illegal parking. e.g. parking on double yellow lines, single yellow lines, on a footpath or junction or disrupting the flow of traffic. Kilkenny County Council enforces the Kilkenny Borough Council Parking Bye Laws and the National regulations through the issue of Fixed Charge Offences.

If you receive a Fixed Charge Offence and wish to dispute this you may lodge an appeal. Before submitting an appeal please note:-

APPEALS CANNOT BE ACCEPTED FOR ANY OF THE FOLLOWING OFFENCES:

1. Parking on Double Yellow Lines
2. Parking in a manner likely to cause an obstruction, e.g. parking on a footpath or on a corner
3. Parking in a Disabled Bay without displaying a valid Disability Permit
4. Parking a vehicle in a manner prohibited, i.e. parking outside a marked bay in a public car park or in a hatched area in a public car park
5. Parking in a place prohibited, e.g. a Bus Bay, Taxi Rank or Residents Only Area
6. Parking in a Loading Bay without displaying a commercial tax disc, for longer than the time allowed or without loading or unloading being observed
7. Or any other form of illegal parking

PLEASE READ THE APPEAL PROCEDURE BEFORE SUBMITTING YOUR APPEAL

Appeal Procedure

An appeal must include the following information:

- Name and address of the appellant
IMPORTANT: If you are not the Registered Owner of the vehicle you must be nominated by the registered owner as the driver responsible for the fine
- Notice number and vehicle registration number
- A completed appeal form (available on our website and also from Co. Hall), or
- A written letter outlining the reasons for appeal.
- Any relevant documentation supporting the appeal

All appeals must be written clearly and legibly.

On receipt of your appeal:

- The appeal will be processed in accordance with the appeal procedure.
- Your appeal will be acknowledged in writing
- It will be considered in conjunction with the evidence supplied by the traffic warden in relation to the issue of the ticket.
- You will be notified in writing of the decision on the appeal.
- Details of your appeal will be recorded for control and audit purposes.

IMPORTANT NOTE:

If you are appealing a Fixed Charge Offence please note:

- An Appeal received does not stop the time accruing on the offence
- Any increase in the penalty, irrespective of any delay which may occur, is your responsibility
- On the 28th day from the date of issue of the fixed Charge Offence (inclusive of weekends and bank holidays) the fine will increment by 50%. The fine will go overdue on the 56th Day from the date of issue of the Fixed Charge Offence and after the 56th Day the fine cannot be paid and will automatically process for court
- If you decide to pay the Fixed Charge Offence your appeal will be cancelled
- We may have photographic evidence which will enable us in the decision process.

The personal information (data) collected on this form, including any attachments, (which may include the collection of sensitive data) is collected for the purpose of processing this application and any data collected is subject to Kilkenny County Council's privacy statement which can be viewed online at

<https://www.kilkennycoco.ie/eng/Services/Traffic/Fines-Fixed-Charge-Notices/Appeals/Data-Privacy-Statement-for-Traffic-Fines-Appeals.pdf>

Appeals should be sent to: Kilkenny County Council
Traffic Section
County Hall
John Street
Kilkenny.

Tel: 056-7794540

