

SCHEDULE 1

FIXED PENALTIES

Contents of fixed penalty notice

- 2 A fixed penalty notice must also state—
- (a) the name and address of the local authority on whose behalf the notice is given;
 - (b) the amount of the penalty and the period for its payment;
 - (c) the discounted amount and the period for its payment;
 - (d) the effect of paying the penalty or the discounted amount before the end of the period mentioned in paragraph (b) or (c);
 - (e) the consequences of not paying the penalty or the discounted amount before the end of the period mentioned in paragraph (b) or (c);
 - (f) the person to whom and the address at which payment may be made;
 - (g) the method by which payment may be made;
 - (h) the person to whom and the address at which any representations relating to the notice may be made.