



**Comhairle Contae
Dhún na nGall**
Donegal County Council

DONEGAL COUNTY COUNCIL
PUBLIC SERVICES CENTRE
NEIL T. BLANEY ROAD
LETTERKENNY

PARKING FINE APPEALS FORM

parkingsection@donegalcoco.ie
Tel: 074 9153900

Please read all conditions overleaf and answer all questions below before signing and submitting this appeal form.

PARKING TICKET DETAILS			
DATE TICKET ISSUED	<input style="width: 90%;" type="text"/>	TICKET/NOTICE NO.	<input style="width: 90%;" type="text"/>
TOWN TICKET ISSUED	<input style="width: 90%;" type="text"/>	VEHICLE REGISTRATION	<input style="width: 90%;" type="text"/>

Name of Appellant: _____

Address of Appellant: _____

Contact Telephone No. _____

Name & Address of Registered Owner: _____

(if differs from the appellant)

Please outline the reason you are appealing the above Fixed Charge Notice.

If required please attach additional sheet.

I hereby declare I have read the conditions accompanying this APPEAL and that the above particulars are true.

SIGNED: _____ **DATE:** _____

CONDITIONS

Donegal County Council operates Pay and Display in a number of Towns in the County. Motorists parking in pay and display areas must display a parking disc and must comply with the respective Bye-Laws for that area. Motorists must also comply with the road traffic legislation governing illegal parking on disabled persons parking bays, double yellow lines, single yellow lines, obstruction of junctions, footways etc.

Donegal County Council enforces the parking Bye-Laws and road traffic legislation by issue of Fixed Charge Notices. If you have received a Fixed Charge Notice and wish to view the photographs taken at the time of the alleged offence, you may do so at donegalparking.ie. If you would then like to appeal this notice, this form should be sent to: **Parking Section, Donegal County Council, Letterkenny Public Service Centre, Neil T. Blaney Road, Letterkenny, Co. Donegal**

Only an appeal received by Donegal County Council within 28 days of the issue date of the Fixed Charge Notice will be accepted. Please note that if your appeal is unsuccessful, you will be liable for any increase in the penalty and you may be open to prosecution.

AN APPEAL SHOULD INCLUDE THE FOLLOWING INFORMATION

- Please ensure that the form overleaf is fully completed.
- Please submit all relevant documentation regarding your appeal, copy: Disability Parking Permit, Valid Tax Disc etc.

When we receive your appeal the following procedure will be followed:

- We will, on receipt of your appeal immediately begin the appeals process.
- We will consider your appeal in conjunction with the evidence supplied by the Traffic Warden in relation to the issuing of this Fixed Charge Notice.
- We will notify you in writing of the Council's decision.
- The decision made by Donegal County Council is Final.
- We will record all details of your appeal for control and audit purposes.

APPEALS CANNOT BE ACCEPTED FOR ANY OF THE FOLLOWING OFFENCES:

1. Parking a vehicle in a manner prohibited. i.e. parking outside a marked space in a public carpark, in a hatched area, on a footway in a public car park.
2. Parking in a manner likely to cause an obstruction, e.g. parking on a corner.
3. Parking without a permit in a Disabled Parking Bay.
4. Parking in a place prohibited e.g. a Bus Bay, Taxi Rank, or in a pedestrian area.
5. Parking in a Loading Bay, for longer than the time allowed or without loading or unloading being observed.
6. Parking on a Double Yellow Line.
7. Parking on a Single Yellow Line at a time prohibited.

For Office use only:

Traffic Wardens Comments

Signed: _____ Date: _____
(Traffic Warden)

Appeal Decision

Successful

Unsuccessful

Reason for Decision:

Signed: _____ Date: _____
Parking Section

Endorsed: _____ Date: _____