

This sheet for customer to take away

Serial number(s)	

**Pay and Display Car Parking in Country Parks
Terms and Conditions**

Country Park season tickets are valid for parking at the following Essex County Council managed Country Parks:

**Belhus Woods Country Park
Danbury Country Park
Hadleigh Park
Weald Country Park**

**Cudmore Grove Country Park
Great Notley Country Park
Thorndon Country Park**

Car registration details: Tickets are issued for one car registration and are not transferable. A second season ticket is available to purchase for a fee of £10.00, this is a set charge regardless of price paid for the first ticket. Both tickets will be issued with the same expiry date. When applying for a second ticket both cars must be registered at the same address so copies of the V5 (Vehicle Registration Document) for both cars must be presented at the time of application.

Contact details; to allow us to send you your Season Ticket and in case of enquiries. This address will not be used for any other purpose or by any other department unless you specify it is okay for us to share that information.

Length of ticket required: Season Tickets are available for periods of 6 months and 12 months. Reduced rate for over 60's and Blue Badge holders: Proof of age or a Blue Badge must be shown when applying for a season ticket. We advise people not to post this information; instead we would recommend that you apply for a season ticket in person at a Country Park.

Change of registration There is a £5.00 administration charge for changing the registration number on valid season tickets.

Once you have a Season Ticket:

- Please ensure that it is clearly displayed at all times as an Excess Charge may be applied for failure to display a valid ticket.
- Notify us of any changes. If you change your vehicle please notify us so we can issue you with a replacement Season Ticket the existing ticket is not transferable. Admin fee applicable.
- When parking your car at any Essex County Council Country Park Car Park you are agreeing to enter into a contract with Essex County Council, and agree to be bound by these terms and conditions.
- Great Notley Country Park and Hadleigh Park have a barrier entry and exit parking system. All season tickets are valid for the two parks. Please note that your season ticket may take up to three working days to go live on the system. If visiting either of these parks within three days please notify a member of staff (at the site) so that they can raise the barrier for you when exiting the car park.
- The Council accepts no responsibility for your car whilst it is parked in the Car Park.
- The term car park refers to any area within the boundaries of the Country Park, including temporary and over spill parking areas and not just surfaced car parking areas.
- Pay and Display parking is in operation at all car parks 24 hours a day 7 days a week.

- Tariff parking fees shall be displayed on the Charges Board at the car park.
- A valid ticket must be purchased and clearly displayed.
- Parking tickets are not transferable to another vehicle.
- Any alterations to a parking ticket will render it invalid.
- Motorcycles may park for free.
- Season ticket holders must clearly display a valid season ticket.
- A season ticket does not guarantee the customer a space in the car park or to priority over other customers.
- Proof of age or Blue Badge must be presented at the time of purchasing a season ticket at the reduced rate.
- Only one second season ticket (£10.00) can be purchased per household. This is to enable flexibility between cars but at the same time stop abuse of the system.
- A second season ticket can be issued for a second car registered at the same address for a standard fee of £10.00. A V5 document for both cars must be presented at the time of application. Both tickets will be issued with the same expiry date.

Excess charges

Excess Charge Notices will be issued for:

- Not clearly displaying a valid parking ticket.
- Not clearly displaying a valid season ticket.

The Excess charge is £70.00 if payment is made within 28 days. However, we will accept £35.00 if we receive payment within 14 days. Failure to pay within 28 days will result in debt recovery through the County Court. No allowance is made for £35.00 postal payments that are not received within 14 days.

If you wish to appeal against an ECN all appeals must be received in writing within 28 days, if you appeal before the end of the first 14 days, the reduced charge will carry over for a further 7 days if the appeal is unsuccessful.

We will normally consider cancelling an ECN if you can show that any one or more of the following applies:

- The contravention did not occur
- All nearby pay and display machines were faulty. (We keep a record of all faults and the action we took to correct them).
- The information on the ECN is incorrect or incomplete because the parking attendant has made a mistake.
- The vehicle was broken down and you can show that you had taken steps to move it.

It is advised that recipients of ECN's consider their response carefully.

The advice is to either pay it or appeal within 14 days if you wish to benefit from the lower charge of £35.00.

ECC will always pursue non-payment as far as it is able to in law.