



EXCESS CHARGE TICKET APPEAL FORM

Please read the following **before** completing this form:

This form is to be completed by person(s) or persons' representative who wish to appeal against an Excess Charge Ticket. The Car Park Attendants **cannot** cancel a ticket once issued.

In order for your appeal to be considered, this form must be completed in **full** and either dropped off at a Council reception, or posted to the following address.

The Car Park Section
Transportation & Asset Management
Wrexham County Borough Council
Crown Buildings
Wrexham
Wrexham
LL13 8BG

Please enclose with this appeal form

- Any Pay and Display Tickets you have purchased **
- The Excess Charge Ticket you have been issued with **
- Photocopy of disabled badge you hold (if appropriate) **

Upon receipt of this form by Wrexham County Borough Council, the excess charge will remain at the level applicable **if paid within 7 days** i.e. the lower level, until the outcome of the appeal is determined. We will respond to your appeal in writing **within 14 days**.

If you wish to appeal, please complete the information below. If you require additional help when completing this form, please contact the Car Park Section on 01978-292042 or email parking@wrexham.gov.uk

NAME:	
ADDRESS:	
POST CODE:	
TELEPHONE NO.	
CAR REG NO. (IF KNOWN):	
TICKET NUMBER:	

PLEASE EXPLAIN BELOW BRIEFLY WHY YOU WISH TO APPEAL:

Signature: _____ Date: _____

**** PLEASE REMEMBER TO ENCLOSE THE EXCESS CHARGE TICKET AND ANY PAY AND DISPLAY TICKETS AND PHOTOCOPY OF DISABLED BADGE WITH THIS FORM**

For Office Use Only

Date Received In Office		Date Processed	
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