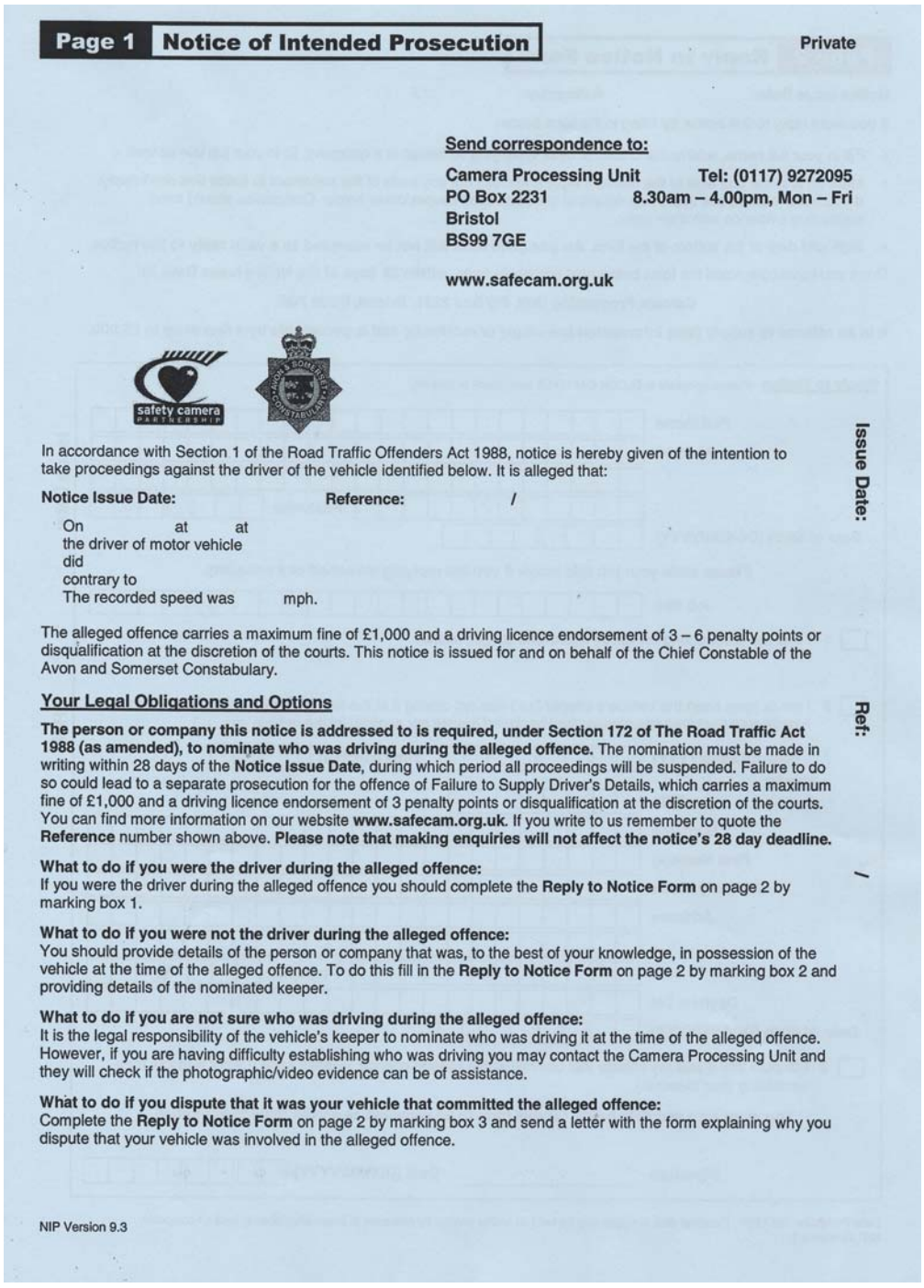
Blue documentation requires the driver to attend a court hearing. These offences are not eligible to be dealt with by Conditional Offer of a Fixed Penalty, or through our speed awareness course

EXAMPLE ONLY

Page 1 – this page sets out the details of the alleged offence, explains your legal obligations, and explains how to complete the Reply to Notice Form on page 2



Page 1 **Notice of Intended Prosecution** **Private**

Send correspondence to:

Camera Processing Unit **Tel: (0117) 9272095**
PO Box 2231 **8.30am – 4.00pm, Mon – Fri**
Bristol
BS99 7GE

www.safecam.org.uk

safety camera PARTNERSHIP

In accordance with Section 1 of the Road Traffic Offenders Act 1988, notice is hereby given of the intention to take proceedings against the driver of the vehicle identified below. It is alleged that:

Notice Issue Date: **Reference:** /

On at at
the driver of motor vehicle
did
contrary to
The recorded speed was mph.

Issue Date:

The alleged offence carries a maximum fine of £1,000 and a driving licence endorsement of 3 – 6 penalty points or disqualification at the discretion of the courts. This notice is issued for and on behalf of the Chief Constable of the Avon and Somerset Constabulary.

Your Legal Obligations and Options

Ref: /

The person or company this notice is addressed to is required, under Section 172 of The Road Traffic Act 1988 (as amended), to nominate who was driving during the alleged offence. The nomination must be made in writing within 28 days of the **Notice Issue Date**, during which period all proceedings will be suspended. Failure to do so could lead to a separate prosecution for the offence of Failure to Supply Driver's Details, which carries a maximum fine of £1,000 and a driving licence endorsement of 3 penalty points or disqualification at the discretion of the courts. You can find more information on our website **www.safecam.org.uk**. If you write to us remember to quote the **Reference** number shown above. **Please note that making enquiries will not affect the notice's 28 day deadline.**

What to do if you were the driver during the alleged offence:
If you were the driver during the alleged offence you should complete the **Reply to Notice Form** on page 2 by marking box 1.

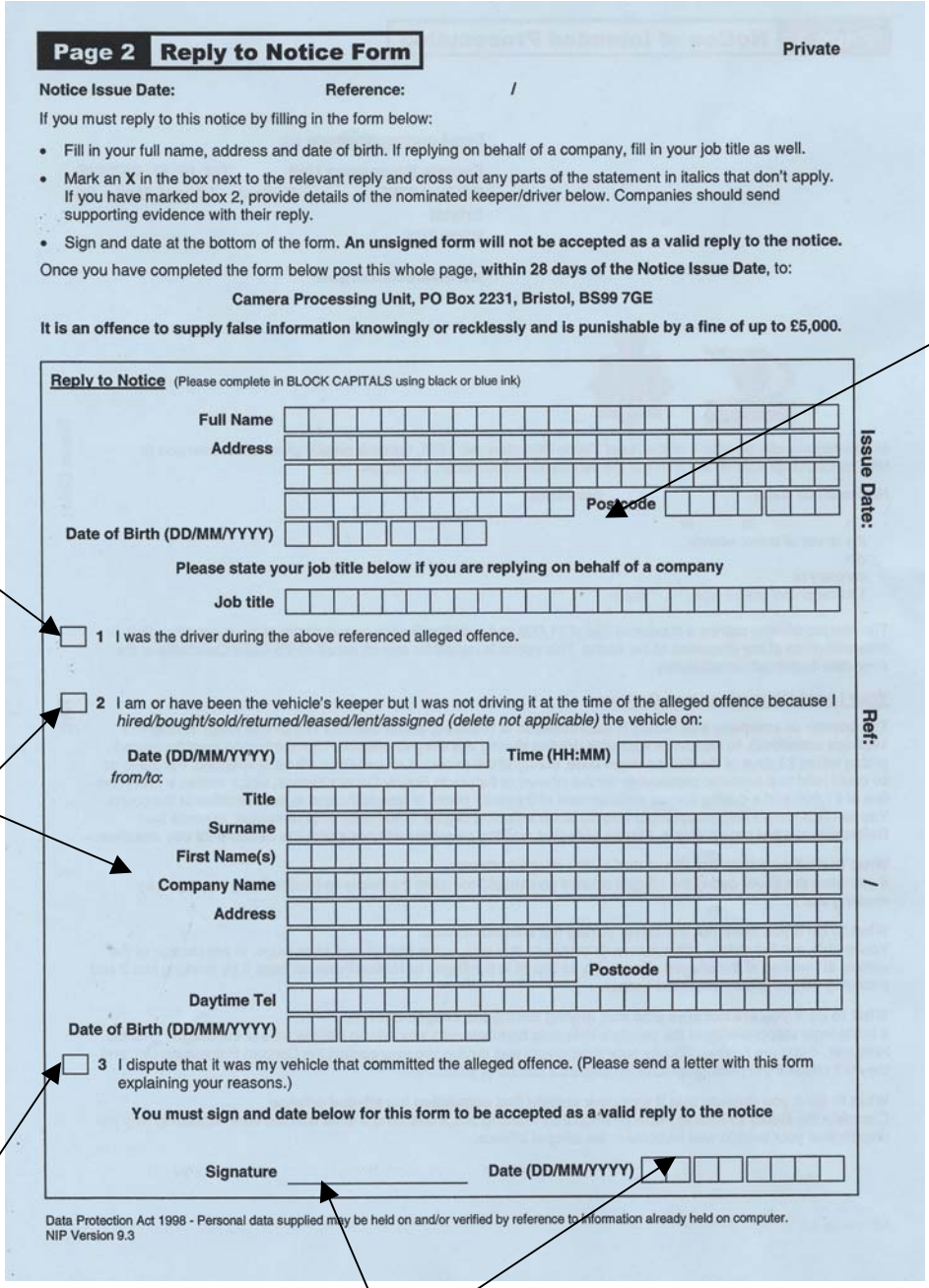
What to do if you were not the driver during the alleged offence:
You should provide details of the person or company that was, to the best of your knowledge, in possession of the vehicle at the time of the alleged offence. To do this fill in the **Reply to Notice Form** on page 2 by marking box 2 and providing details of the nominated keeper.

What to do if you are not sure who was driving during the alleged offence:
It is the legal responsibility of the vehicle's keeper to nominate who was driving it at the time of the alleged offence. However, if you are having difficulty establishing who was driving you may contact the Camera Processing Unit and they will check if the photographic/video evidence can be of assistance.

What to do if you dispute that it was your vehicle that committed the alleged offence:
Complete the **Reply to Notice Form** on page 2 by marking box 3 and send a letter with the form explaining why you dispute that your vehicle was involved in the alleged offence.

NIP Version 9.3

Page 2 – You must complete the Reply to Notice Form



Page 2 Reply to Notice Form Private

Notice Issue Date: **Reference:** /

If you must reply to this notice by filling in the form below:

- Fill in your full name, address and date of birth. If replying on behalf of a company, fill in your job title as well.
- Mark an **X** in the box next to the relevant reply and cross out any parts of the statement in italics that don't apply. If you have marked box 2, provide details of the nominated keeper/driver below. Companies should send supporting evidence with their reply.
- Sign and date at the bottom of the form. **An unsigned form will not be accepted as a valid reply to the notice.**

Once you have completed the form below post this whole page, **within 28 days of the Notice Issue Date**, to:

Camera Processing Unit, PO Box 2231, Bristol, BS99 7GE

It is an offence to supply false information knowingly or recklessly and is punishable by a fine of up to £5,000.

Reply to Notice (Please complete in BLOCK CAPITALS using black or blue ink)

Full Name

Address

Postcode

Date of Birth (DD/MM/YYYY)

Please state your job title below if you are replying on behalf of a company

Job title

☐ **1** I was the driver during the above referenced alleged offence.

☐ **2** I am or have been the vehicle's keeper but I was not driving it at the time of the alleged offence because I *hired/bought/sold/returned/leased/lent/assigned (delete not applicable)* the vehicle on:

Date (DD/MM/YYYY) **Time (HH:MM)**

from/to:

Title

Surname

First Name(s)

Company Name

Address

Postcode

Daytime Tel

Date of Birth (DD/MM/YYYY)

☐ **3** I dispute that it was my vehicle that committed the alleged offence. (Please send a letter with this form explaining your reasons.)

You must sign and date below for this form to be accepted as a valid reply to the notice

Signature **Date (DD/MM/YYYY)**

Issue Date: **Ref:** /

Data Protection Act 1998 - Personal data supplied may be held on and/or verified by reference to information already held on computer.
NIP Version 9.3

The person who receives the Notice (the addressee) must complete their full name, address, postcode and date of birth

Tick box **1** if you were the driver at the time of the offence

Tick box **2** if you were **not** the driver at the time of the offence, and complete the details of the person or company that was in possession of the vehicle at that time

Tick box **3** if you dispute that it was your vehicle that committed the alleged offence, and provide further details/reasons

You must sign and date the form for it to be accepted as a valid reply to the Notice

You must return your form, **within 28 days of the Notice issue date,** to:
Camera Processing Unit, PO Box 2231, Bristol, BS99 7GE