

NEW LBC
Page 1



GLADSTONES
SOLICITORS

TO PAY CALL:
0333 0230 049
OR SEE REVERSE

Our Reference:

LETTER BEFORE CLAIM

Dear Mr

Re : Our Client : Parking Control Management (Uk) Limited
Amount Due:
Vehicle Reg:

We act on behalf of the Claimant and we have now been instructed to commence legal action against you to recover the amount due above, as you have failed to settle the debts that are owing, or provide a valid reason for non-payment. We understand that our client has written to you to request payment but the amounts are still outstanding.

PCN Number	Date of Charge	Location	Charge Amount

The charge amount includes £60 claimed by our Client for its time spent and resource facilitating the recovery of the charge. The amount is a pre-determined and nominal contribution to our Client's losses as a direct result of your non-payment.

In the event the outstanding debt is not paid in full, we are instructed to commence legal proceedings. Our Client is satisfied that it has sufficient evidence to support this claim and, if necessary, will rely on this evidence in Court.

If you believe you have a valid reason for non-payment, you are able to reply pursuant to Paragraph 4 of the Pre-Action Protocol for Debt Claims under the Civil Procedure Rules 1998 ('the PAP'). A version of the Information Sheet and Reply Form taken from the PAP can be completed on our website www.gladstonesolicitors.co.uk. Before completing the online Reply Form, you must first create a login, for which you will require your reference (100015.16782). Alternatively, you can request a paper version (see overleaf).

We refer you to Paragraph 2.1(c) of the PAP which obliges the parties to act reasonably and proportionately.

Please pay or reply within 30 days of the date of this letter. Any reply received outside of the 30 day period may not be considered as legal proceedings are likely to have been issued.

Yours Sincerely

Gladstones Solicitors