



Form IAS – 2

Payment and Declaration

You must complete this form if you wish to follow the IAS Non-Standard Appeals process. You will need to submit it along with payment of the Appellant's Fee of £15 (non-refundable).

Cheques must be made payable to the Independent Appeals Service.

Please complete in block capitals and ensure that all fields are completed clearly and legibly. *Required Field – forms without all required field completed will not be processed.

| | |
|---|--|
| Parking Charge Reference Number* | |
| Vehicle Registration Number* | |
| Name of Company that Issued the Parking Charge* | |

DETAILS OF THE PERSON WHO IS APPEALING

If you are the person who is being held liable for the charge you must enter your own details here. This form will not be accepted without the full name and a serviceable address of the person appealing.

| | | | |
|----------------|--|-------------|--|
| Title | | First Name* | |
| Initials* | | Surname* | |
| Date of Birth* | | | |

| | | | |
|-----------|--|-------|--|
| Address* | | | |
| | | | |
| Postcode* | | | |
| Telephone | | Email | |

| | |
|---|-------|
| <p>PLEASE READ THE FOLLOWING CAREFULLY</p> <p>I confirm that I agree to follow the Non-Standard Appeals Procedure as defined in the IAS Arbitration (ADR) General Rules and Procedures and The IAS Private Parking Charge Appeals Rules and Procedure (available on the IAS website (www.theIAS.org)). I have read and understood the Rules and agree to them.</p> <p>Where I have appointed, or if I later appoint, a representative to deal with matters on my behalf, I accept liability for any representations or misrepresentations made on my behalf.</p> <p><u>Specifically, I accept and agree that the decision of the IAS Adjudicator as to whether I am liable for any amounts claimed by the Trader, howsoever incurred, will be legally binding upon me.</u></p> | |
| Signature* PLEASE USE INK | Date* |
| Print Full Name* | |

Important: Only the person who is appealing can complete this form. Representatives cannot sign this form.

Please return to: The Independent Appeals Service, PO Box 662, Macclesfield, SK10 9NR or by email to: ADR@theIAS.org. Where forms are returned that contain an email address, all future correspondence will be directed to that email address.

Important: You must ensure that you enclose a cheque for the **Appellant's Fee of £15** with this form otherwise your appeal will not be processed.