



## 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 International Parking Community Limited.

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	

**PLEASE READ THE FOLLOWING CAREFULLY**

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](http://www.theIAS.org))). I have read and understood the Rules and agree to them.

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.

**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.**

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, IPC, PO Box 662, Macclesfield, SK10 9NR or by email to: [ADR@theIAS.org](mailto: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.