

Form IAS -4
Appointment of Representative Form



Only the person who is being held liable for the parking charge (the Appellant) may complete this form.

You should use this form if you are able to appeal to the Independent Appeals Service but you would like to appoint a representative to act on your behalf. Alternatively, you may use the online service to appoint a representative.

You will have to identify a named individual who you consent to deal with all matters on your behalf. You may revoke this authority at any time either online or by writing, either by post or email to the IAS. Please note that where you revoke your authority otherwise than online, your request will not be actioned immediately, and your Appointed Representative will continue to have the necessary consent until such time as your revocation is processed.

*Required fields. If you do not complete all required fields, the IAS will not be able to process this form.

Parking Charge Reference Number*	
Vehicle Registration Number*	
Name of Company that issued the Parking Charge*	

Appellant's details:			
Title		First Name*	
Initials*		Surname*	
Date of Birth*			
Address*			
Postcode*			
Telephone		Email	

Representative's details:			
Title		First Name*	
Initials*		Surname*	
Name of Representative's Company:			
Address*			
Postcode*			
Telephone		Email	

Appellant's Declaration:	
<p>I appoint the person named in this form as my nominated representative and authorise them to act on my behalf in all matters relating to this appeal. Any act, omission, statement or representation made by my nominated representative in connection with these proceedings shall be treated as having been made by me.</p> <p>I declare that the information contained in this form is true to the best of my knowledge and belief.</p>	
Signature of Appellant* PLEASE USE INK	Date*
Print Full Name*	

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