



Northumberland County Council

Parking - glossary of terms

Penalty Charge Notice

A Penalty Charge Notice (PCN) is issued if a vehicle parks in violation of parking restrictions.

Notice to Owner

A Notice to Owner (NtO) is sent to the vehicle owner / registered keeper if a Penalty Charge Notice has not been paid within 28 days of receipt.

The purpose of a NtO is to ensure that the PCN was received by the vehicle owner / registered keeper. It is used as a reminder that the PCN is now due to be paid in full and if it is not paid within a further 28 days, it will be increased by 50%.

It also gives the owner / registered keeper the opportunity to make a formal representation (appeal) against the PCN

Charge Certificate

A Charge Certificate may be issued if no or unsuccessful action is taken in response to a Notice to Owner.

Notice of Rejection

A Notice of Rejection formally rejects a formal representation and gives detailed reasons why the council have come to this conclusion.

Notice of Acceptance

A Notice of Acceptance formally accepts the representation and gives detailed reasons why the Council have come to this conclusion. The PCN will be cancelled.

Order for Recovery

An Order for Recovery may be issued if no payment is made following 14 days of service of a charge certificate.

Warrant of Execution

A Warrant of Execution may be issued if no action is taken following 21 days of service of an Order for Recovery.