

Single Justice Procedure Notice

Mark BARNES17 Eltham Grove
Birmingham
West Midlands
B44 0QQ

URN 20/Z1/01679/20

Custody number
(if applicable)

Date of birth 19/01/1979

Arrest/Summons Number 20/20MU/99/00001613950U

NOTICE

You are getting this pack because you've been charged with driving offence(s).

Charges

Exceed a variable speed limit - automatic camera device.

See overleaf for full charge details

***You now have 21 days to plead guilty
or not guilty to each charge.***

What happens next?**Plead by post**

- Fill in the forms in this pack
- You must fill in Statement of means form attached to this notice.

Or**Plead online**

- Go to www.makeaplea.justice.gov.uk
You'll need to enter information from the charge sheet(s) in this pack.

If you need help pleading online:

Call 0300 063 2140 (Mon – Fri 9am – 5pm)

Please ensure you are connected to the above link before you call.

The staff at the call centre are not police or court staff and cannot answer questions regarding your offence(s)

If you **plead guilty** using this notice, you'll usually get a **33%** reduction on any fine.

Warning:

You have 21 days to respond to this notice or the case may be heard without you and you may be found guilty and sentenced in your absence. If you want to consult a solicitor or advice agency, you must do so immediately.

CHARGE(S)

1 On 06/02/2020 at BIRMINGHAM, WEST MIDLANDS drove a mechanically propelled vehicle, being a vehicle, namely FORD VRM AF68 PZM AT A SPEED OF 51MPH , on a special road, namely M6 (NB-ATM) BETWEEN JUNCTIONS 7 and 8 (NB)- 40MPH , subject of regulations, namely THE M5, M6 AND M42 MOTORWAYS(M6 JUNCTIONS 4 TO 10)(TEMPORARY RESTRICTION AND PROHIBITION OF TRAFFIC) ORDER 2012 , at a speed exceeding 40 miles per hour.

Contrary to the above regulations and section 17(2), (3) and (4) of the Road Traffic Regulation Act 1984 and Schedule 2 to the Road Traffic Offenders Act 1988.

RR84113

Charge Authorised by Chief Constable, West Midlands Police

Prosecution contact details: DAVIS CIV 57268 Operations Headquarters 0345 113 5000

Date Charged: 15/07/2020

YOUR PLEA

Your plea options

1. Plead guilty under the 'Single Justice Procedure' which means that a magistrate will make a decision without a formal court hearing:

- You do not have to come to court
- You'll be sent details of any sentence and fine
- You will be told if the magistrate decides that you need to come to court
- You must complete and send the enclosed Statement of Means form

2. Plead guilty in Court:

- You will be sent a summons giving you a date and time to attend court
- The hearing is likely to go ahead if you do not attend

3. Plead not guilty:

- You will be sent a summons giving you a date and time to attend your trial
- The trial is likely to go ahead if you do not attend
- If you plead not guilty, you must fill in a 'Not guilty: information for the courts' form from this pack

Enter your plea for each of the charges below

If you are found guilty the prosecutor will apply for costs of at least £95.

Offences(s) Charged	Column 1	Column 2	Column 3
	Guilty I do not want to come to court	Guilty I want to come to court	Not Guilty Send me the date of my trial
1 Exceed a variable speed limit - automatic camera device.			

[] Select this option if you need an interpreter in court. Tell us which language

Continued overleaf

YOUR PLEA CONTINUED

Mitigation: What you want the magistrate to consider when making a decision about your guilty plea(s). *(Optional)*

Continue on another piece of paper if you need to provide more information

Are your details correct?

Only fill in the box below if your details are **different** from those shown below

Name: Mark BARNES

Address:

17 Eltham Grove
Birmingham
West Midlands
B44 0QQ

Phone:

DOB: 19/01/1979

Sex: Male

Name:

Address:

Postcode:

Phone:

DOB:

Sex:

Driving Licence

Write your driver number in full:

Dates to Avoid

Please provide details of dates to avoid should you be required to attend court:

Note:

When the court has received your plea(s), the magistrate makes a decision by considering:

- The charges and witness statements (copies included in this pack)
- Anything you write in mitigation
- Your financial circumstances
- Any relevant previous convictions served with these papers / driving licence endorsements

Sign:

Date:

Important: Only a director, the company secretary or the company's solicitor can sign on behalf of a company.

Return the 'Plea' forms to:

Justices Clerk
Victoria Law Courts,
Corporations Street,
Birmingham,
West Midlands,
B4 6QJ

STATEMENT OF MEANS
Your income and outgoings**Warning**

It is an offence to give false or misleading information. You may be fined up to £2,500 or sent to prison for 3 months or both.

Supply any documentary evidence which supports the information you have provided.

Important: For all income and outgoings, please state if figures are either:

Weekly ☐Fortnightly ☐Monthly ☐**Use BLOCK CAPITALS and black ink to complete**

<u>1. Personal details</u>	<u>2. Income details</u>
First name:	If you are employed
Family name:	Employer's name:
Date of birth:	Employer's address:
Gender: Male <input type="checkbox"/> Female <input type="checkbox"/>
Address:	Postcode:
.....	Employer's telephone number:
Postcode:	Occupation (state if self-employed):
Home telephone number:	Net pay (take home pay): £
Mobile telephone number:	Any other income: £
National Insurance number:	If you are NOT employed
Vehicle registration number:	If you are not employed, state since when:
Are you the registered owner of the vehicle?	Job seeker's allowance: £
Yes <input type="checkbox"/> No <input type="checkbox"/>	If you receive benefits
	Income support: £
	Pension credit: £
	Tax credit: £
	Other credits (housing, child, etc.): £
	Other benefits: £
	Total Income £

3. Outgoings**Essentials and accommodation:** £

Rent, mortgage or lodgings: £

Council Tax: £

Food: £

Clothing: £

Insurance: £

Child maintenance: £

Travel & regular bills: £

Travel expenses: £

Vehicle Fuel: £

Vehicle Insurance & road tax: £

Vehicle loan: £

Utility bills (gas, water etc.): £

Telephone (including mobile): £

Television subscriptions (licence, etc.): £

Other outgoings: £

Lottery/entertainment: £

Drinking: £

Smoking: £

County court orders & other fines: £

Loan repayments: £

Catalogues: £

Credit card repayments: £

Total outgoings: £**4. Other Information**

Number of dependant children:

Ages:

Total Savings: £

Partners income including benefits: £

Number of adults in your home:

Please add any other information you believe we should know about here:

.....

.....

.....

.....

.....

.....

.....

.....

Signed:

Date:

The information you give may be used by the magistrates' court, or authorised organisation acting under the court's instructions, to enforce collection of any court-ordered penalty imposed against you in the event of non-payment.

Certificate of Service – Postal
Criminal Procedure Rules 2012

I, T GUY of West Midlands Police hereby certify that I served Mark BARNES with the Written Charge and Requisition, Witness Statements and Notices as prescribed by the Criminal Justice Act 2003, Section 29 / Criminal Justice Act 1967, Section 9 / Road Traffic Offenders Act 1988, Section 13 or 16(6) of which these are true copies, by sending them by 1st class post to him / her, on 16/07/2020 and addressed to 17 Eltham Grove
Birmingham West Midlands B44 0QQ being his / her last (or usual) place of abode.

Dated the 16TH of JULY 2020

Signed: T GUY 97328 Rank / Position: SE

(*delete where applicable)

CENTRAL TICKET OFFICE

PO Box 94
BIRMINGHAM
West Midlands
B4 6ER

Tel No: 0121 626 5853
Fax: 0121 626 5264

14/04/2020

Reference No: 0203050334942020
Please quote the reference number in all correspondence.

Offence Date: 06/02/2020

WITNESS STATEMENT

(CJ Act 1967,s.9 MC Act, 1980,s.102, MC Rules 1981,r.70)

Statement Of: Matthew Jenkins

Age Over 18

This statement (consisting of 2 pages signed by me) is true to the best of my knowledge and belief and I make it knowing that, if it is tendered in evidence, I shall be liable to prosecution if I have wilfully stated in it anything which I know to be false or do not believe to be true.

Dated the 14/04/2020

Signature 

I am employed by West Midlands Police Central Ticket Office, PO Box 94, Birmingham, West Midlands, B4 6ER. The information contained in this statement has been obtained from records and documents held at the Central Ticket Office in Birmingham.

The computer system utilised by the Central Ticket Office, West Midlands Police, Birmingham, generates notices, which meet the provisions of Section 172 of the Road Traffic Act 1988. I am able to state from my knowledge of the operation of the system, that it was operating correctly at all material times regarding these matters.

Mr Stuart Baker, Office Manager issues all letters sent from the Central Ticket Office, Birmingham. All letters are computer printed and generate a computerised facsimile of Mr Baker's signature, for and on behalf of the Chief Constable.

On 06/02/2020 one of the Home Office Approved detection devices operated by West Midlands Police detected an offence involving motor vehicle AF68PZM. Following checks and verifications, the details of the vehicle were transmitted to the Police National Computer (PNC) and the details of the registered keeper's name and address were automatically received back. This data then auto-populated a combined Notice of Intended Prosecution (NIP) and a request under section 172 of the Road Traffic Act 1988 for details of the driver at the time of the offence.

I produce marked (MJ), Exhibit No (1) a copy of that NIP/Section 172 request. I confirm that the NIP/Section 172 request was printed and sent out by Royal Mail 1st class post on the date shown on the document within the required 14 days. West Midlands Police send a Reminder Letter if no response has been received.

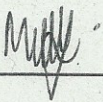
Following receipt of a nomination/nominations Marked (MJ), Exhibited (2), on 20/02/2020 a Notice of Intended Prosecution (NIP) and a request under Section 172 of the Road Traffic Act 1988, was sent by 1st class post addressed to the nominated driver/keeper/hirer of the vehicle Mark BARNES of 17 Eltham Grove, Birmingham, B44 0QQ, UNITED KINGDOM. I now produce that NIP/Section 172 marked (MJ), Exhibit No. (3)

A NIP/Section 172 request/Reminder Letter was completed and returned by Mark BARNES of 17 Eltham Grove, Birmingham, B44 0QQ, UNITED KINGDOM. I now produce that response marked (MJ), Exhibit No. (4)

A Conditional Offer of fixed penalty was then sent by 1st class post to Mark BARNES of 17 Eltham Grove, Birmingham, B44 0QQ, UNITED KINGDOM. I now produce the Conditional Offer marked (MJ), Exhibit No. (5).

The Central Ticket Office then received a request for the matter to be heard in court. I now produce a copy of the court hearing request marked (MJ), Exhibit No, (6)

File forwarded for process.

Signature  _____



NOTICE OF INTENDED PROSECUTION

If the address below is a Limited Company, this form is for the attention of the Company Secretary

CTO Reference Number:
0203050334942020

Date: **20/02/2020**

TO: Mark BARNES
17 Eltham Grove
Birmingham
West Midlands
B44 0QQ

MJ3

Dear Mark BARNES

WERE YOU THE DRIVER OF THE FORD AF68PZM RECORDED SPEEDING?

We have photographic evidence that shows a Grey FORD AF68PZM being driven at 51 mph on M6 (NB - ATM) between junctions 7 & 8(NB) - 40 mph, UNITED KINGDOM at 12:18 on the 06/02/2020, committing the offence of: Exceed a variable speed limit - automatic camera device

This is an offence Contrary to the above regulations and section 17(2), (3) and (4) of the Road Traffic Regulation Act 1984 and Schedule 2 to the Road Traffic Offenders Act 1988. and in accordance with Section 1 of the Road Traffic Offenders Act 1988 this letter gives notice that we intend to take action against the driver of that vehicle.

Were you the driver of this vehicle? Under Section 172 of the Road Traffic Act 1988 you **MUST** provide the information¹ on the following sections of this form, **within 28 days**.

Please sign and date the form overleaf and then complete the relevant sections as follows:

If you were the **DRIVER** at the time of the alleged offence please complete **Section A** only.

If you were not the **DRIVER** at the time of the alleged offence please complete both **Sections B and C**.

- If you provide this information within 28 days, you may be eligible to attend an educational course² instead of paying a fine and having penalty points on your licence.
- Failure to provide this information **within 28 days is an offence** and could result in a fine of up to £1000, endorsement of six penalty points on your driving licence or disqualification from driving.
- Only complete this notice if it is addressed to you.

The form only takes a few minutes to complete. Do it now so you don't miss out on the opportunity to attend an educational course².

Please return the completed and signed document to: **WEST MIDLANDS POLICE, Central Ticket Office, PO Box 94, Birmingham B4 6ER**

Once your response has been received, I will write to you again to advise on next steps.

Yours sincerely

Stuart Baker

Mr Stuart Baker on behalf of the Chief Constable of West Midlands Police

¹ DATA PROTECTION ACT 2018 Personal data supplied on this form will be held on a computer system

² An offer of a driver education course is not guaranteed and is subject to eligibility



If the address below is a Limited Company, this form is for the attention of the Company Secretary

NOTICE OF INTENDED PROSECUTION

CTO Reference Number:
0203050334942020

Date: 20/02/2020

TO: Mark BARNES
17 Eltham Grove
Birmingham
West Midlands
B44 0QQ

MJ4



Dear Mark BARNES

WERE YOU THE DRIVER OF THE FORD AF68PZM RECORDED SPEEDING?

We have photographic evidence that shows a Grey FORD AF68PZM being driven at 51 mph on M6 (NB - ATM) between junctions 7 & 8(NB) - 40 mph, UNITED KINGDOM at 12:18 on the 06/02/2020, committing the offence of: Exceed a variable speed limit - automatic camera device

This is an offence Contrary to the above regulations and section 17(2), (3) and (4) of the Road Traffic Regulation Act 1984 and Schedule 2 to the Road Traffic Offenders Act 1988. and in accordance with Section 1 of the Road Traffic Offenders Act 1988 this letter gives notice that we intend to take action against the driver of that vehicle.

Were you the driver of this vehicle? Under Section 172 of the Road Traffic Act 1988 you **MUST** provide the information¹ on the following sections of this form, **within 28 days**.

Please sign and date the form overleaf and then complete the relevant sections as follows:

If you were the DRIVER at the time of the alleged offence please complete **Section A** only.

If you were not the DRIVER at the time of the alleged offence please complete both **Sections B and C**.

- If you provide this information within 28 days, you may be eligible to attend an educational course² instead of paying a fine and having penalty points on your licence.
- Failure to provide this information **within 28 days is an offence** and could result in a fine of up to £1000, endorsement of six penalty points on your driving licence or disqualification from driving.
- Only complete this notice if it is addressed to you.

The form only takes a few minutes to complete. Do it now so you don't miss out on the opportunity to attend an educational course².

Please return the completed and signed document to: **WEST MIDLANDS POLICE, Central Ticket Office, PO Box 94, Birmingham B4 6ER**

Once your response has been received, I will write to you again to advise on next steps.

Yours sincerely

Stuart Baker

Mr Stuart Baker on behalf of the Chief Constable of West Midlands Police

¹ DATA PROTECTION ACT 2018 Personal data supplied on this form will be held on a computer system

² An offer of a driver education course is not guaranteed and is subject to eligibility



Mark BARNES
17 Eltham Grove
Birmingham
B44 0QQ

MJ5

CENTRAL TICKET OFFICE, P.O.BOX 94
SNOWHILL
BIRMINGHAM
WEST MIDLANDS
B4 6ER

Tel: 0121 626 5853

Email:
centralticketoffice@west-midlands.police.uk

Date: 26/02/2020

Ref: 0203050334942020

CONDITIONAL OFFER OF FIXED PENALTY

Dear Sir

THIS NOTICE IS SERVED IN ACCORDANCE WITH SECTION 172 OF THE ROAD TRAFFIC ACT 1988 AND SECTION 1 OF THE ROAD TRAFFIC OFFENDERS ACT 1988

I have evidence that you were the driver of vehicle FORD vehicle registration AF68PZM at the time of the alleged offence of Exceed a variable speed limit - automatic camera device at 12:18 hours on 06/02/2020 at M6 (NB - ATM) between junctions 7 & 8(NB) - 40 mph, UNITED KINGDOM.

This is an offence under Section Contrary to the above regulations and section 17(2), (3) and (4) of the Road Traffic Regulation Act 1984 and Schedule 2 to the Road Traffic Offenders Act 1988..

The options in relation to how this matter can be dealt with are outlined below.

Option 1 - Conditional Offer of Fixed Penalty

If you have less than 9 penalty points on your licence it may be possible to deal with the matter by fixed penalty of £100.00 and the endorsement of 3 penalty points on your driving licence, rather than you having to attend court. Alternatively, you may request that the offence be dealt with by a court.

If you wish to be considered for a fixed-penalty, please refer to the 'Accepting the conditional offer of fixed penalty' document attached.

YOU HAVE 28 DAYS FROM THE DATE OF THIS NOTICE TO ENSURE THAT PAYMENT HAS BEEN COMPLETED.

It is your responsibility to ensure that payment has been completed within this time. Late payments may not be accepted. No proceedings will be brought against you during this period, but failure to respond to this notice within that time will lead to prosecution.

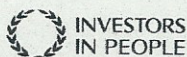
Option 2 - Court Hearing Request

If you do not wish to accept the conditional offer of fixed penalty and wish to have the matter heard in court please refer to the 'Requesting a Court Hearing' document attached. Please note if found guilty the fine amount may be substantially more than the fixed penalty and you may also incur court costs.

Yours faithfully

Traffic Process Office Manager
On behalf of the Chief Constable

DATA PROTECTION ACT 1998
PERSONAL DATA SUPPLIED ON THIS FORM
WILL BE HELD ON A COMPUTER SYSTEM



Serving our communities, protecting them from harm
www.west-midlands.police.uk

*Calls may be monitored and/or recorded for security, quality control or training purposes

ACCEPTING YOUR FIXED PENALTY
ALL STEPS BELOW MUST BE COMPLETED WITHIN 28 DAYS FROM THE DATE OF THIS NOTICE

IMPORTANT INFORMATION

- You must pay in full and surrender your driving licence.
- If you do not send your Driving Licence to the address below within 28 days of the date on this notice then the Fixed Penalty will not have been complied with and the matter may be referred to court.
- If you need to apply for a replacement Driving Licence in order to comply with this offer of Fixed Penalty then please contact DVLA. You will also need to inform the issuing police force.
- If you choose to accept this fixed penalty all other options are automatically withdrawn and CANNOT be reinstated.
- Payments by instalments will NOT be accepted under any circumstances.

STEP 1: MAKING PAYMENT FOR YOUR FIXED PENALTY ONLY

YOUR 16 DIGIT REFERENCE: 0203050334942020

YOUR OFFENCE CODE: RR84113

YOUR OFFENCE DATE: 06/02/2020

YOUR PAYMENT AMOUNT: 100.00

24 HOUR PAYMENT LINE:
0300 1231 481



<https://penaltynotice.homeoffice.gov.uk>

ONLY use GOV.UK to make your payment

Payment date:

Authorisation Code:

Please Note There are no discounts for Fixed Penalty Offences. If you decide to use an unofficial website, you do so at your own risk. You may be putting your payment details at risk and ultimately the ticket will not be paid - HM Courts & Tribunals Service will not be liable if you use an unofficial website.

Payment Date:

Payment Reference:

By post: Cheques and Postal Orders only. Please ensure that cheques/postal orders are made payable to HMCTS with 0203050334942020 written on the reverse and send it to HMCTS Regional Fixed Penalty Office (address below). You must enclose your driving licence with all postal payments. Please note that post dated cheques will not be accepted.

Do not send cash through the post.

STEP 2: SURRENDERING YOUR DRIVING LICENCE

GB LICENCE HOLDERS

OLD STYLE LICENCE HOLDERS: You need to send your paper driving licence AND this form to the address below

NEW STYLE LICENCE HOLDERS: You need to send your most recently issued **photo card** and this form to the address below

PLEASE NOTE If you submit **your counterpart licence it will be destroyed** in accordance to changes in the legislation. Please go to <https://gov.uk/government/news/driving-licence-changes>

Contact DVLA <https://www.gov.uk/contact-the-dvla>

OVERSEAS LICENCE HOLDERS ONLY

If you hold an overseas licence please complete **ALL** of the following information and send this form to the address below with a photocopy of your overseas licence:

DRIVING LICENCE NUMBER:

FULL NAME

DATE OF BIRTH:

COUNTRY OF ISSUE

19/01/1979

Mr Mark BARNES
17 Eltham Grove
Birmingham
B44 0QQ

Return address for your licence if different from stated in the box to the left

ONCE PAID THIS FORM MUST BE COMPLETED AND RETURNED TO:
REGIONAL FIXED PENALTY OFFICE PO BOX 10066, LOUGHBOROUGH, LE11 9HB

STEP 3: CONFIRMATION

HMCTS will return your licence by Royal Mail standard 2nd class business post to the address above and will NOT accept liability for any loss

I have completed step 1 and step 2 and have provided the information required to comply with the Fixed Penalty. I understand that if I have not completed both steps then the matter may be referred to court.

SIGNATURE:

CONTACT NUMBER:

DATE:

ENQUIRIES

Payments: 01509 215715

Option 2: Requesting a Court Hearing

Notice number: 0203050334942020

I wish to be dealt with by a Court for the offence to which this notice refers.

I do not wish to accept the Conditional Offer of Fixed Penalty.

Signature:

Date:

Full Name:

D.O.B:

If you are requesting a **court hearing** please return the completed form, within 28 days of this notice to:

West Midlands Police, Central Ticket Office, PO Box 94, Birmingham, B4 6ER

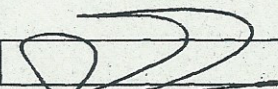
COPY

Option 2: Requesting a Court Hearing

Notice number: 0203050334942020

I wish to be dealt with by a Court for the offence to which this notice refers.

I do not wish to accept the Conditional Offer of Fixed Penalty.

Signature: 

Date: 10/3/20

Full Name: Mark Barnes

D.O.B: 19/1/79

If you are requesting a court hearing please return the completed form, within 28 days of this notice to:

West Midlands Police, Central Ticket Office, PO Box 94, Birmingham, B4 6ER

MJ6.



COPY



HM Courts
& Tribunals
Service

English

Do not ignore attached information

The enclosed document (MG4D) contains important information about the offence you are charged with. The document will specify when you are required to attend court or whether you can enter your plea by post. An interpreter will be provided free of charge at the court hearing if required.

Welsh

Peidiwch ag anwybyddu'r wybodaeth amgaeedig.

Mae'r ddogfen amgaeedig (MG4D) yn cynnwys gwybodaeth bwysig am y drosedd cewch eich cyhuddo o. Bydd y ddogfen yn nodi pryd mae angen i chi fynychu'r llys neu a allwch chi fynd i mewn eich ple drwy'r post. Bydd cyfieithydd yn cael eiddarparu yn rhad ac am ddim yn y gwrandawriad llys os oes angen.

Chinese
(traditional)

請勿忽視內附的訊息

內附文件 (MG4D) 含有關於你正被檢控的罪行的重要訊息。文件會具體說明你需在何時上庭或你可否經郵件抗辯。如需要，在法院聆訊上將會提供免費的傳譯員。

Chinese
(simplified)

请不要忽视附带的信息

附带的文件 (MG4D) 包含关于你被指控犯罪的重要信息。该文件你何时需要到庭或者你可以通过邮寄文件进入认罪程序。如有需要在法庭审批时会提供一名翻译人员。

Greek

Μην αγνοήστε τις συνημμένες πληροφορίες

Το συνημμένο έγγραφο (MG4D) περιέχει σημαντικές πληροφορίες για το αδίκημα προς το οποίο υπάρχει κατηγορία έναντι σας. Το έγγραφο θα διευκρινίσει τότε θα πρέπει να παρουσιαστείτε στο δικαστήριο και εάν θα είναι δυνατό να παραδώσετε την επίκληση σας μέσω ταχυδρομείου. Εάν χρειάζεστε διερμηνέα στο δικαστήριο θα σας παραχωρηθεί ένας χωρίς χρέωση.

Gujarati

આ સાથે બીડેલ માહિતીની અવગણના કરશો નહિ

તમારા ઉપર જે ગુના માટે આરોપ (ચાર્જ) મૂકવામાં આવ્યો છે તે વિષે આ સાથે બીડેલ દસ્તાવેજમાં (MG4D) મહત્વની માહિતીનો સમાવેશ થાય છે. આ દસ્તાવેજ તમને જણાવે છે કે તમારે ક્યારે કોર્ટ કે અદાલતમાં હાજર થવાનું છે અથવા કાંતો તમે પોસ્ટ કે ટપાલ દ્વારા દાવાનો (પેટી) જવાબ આપી શકો. જો જરૂર જણાય તો કોર્ટ કે અદાલતમાં સુનાવણી (હિઅરીંગ) વખતે મફત ઈન્ટરપ્રિટર પૂરા પાડવામાં આવશે.

Hindi

संलग्न जानकारी की उपेक्षा न करें

संलग्न दस्तावेज (MG4D) में उस अपराध के बारे में महत्वपूर्ण जानकारी दी गई है जिस अपराध का आप पर आरोप है। यह दस्तावेज बताएगा कि आपको कब न्यायालय में जाना जरूरी है अथवा आप अपनी याचिका डाक द्वारा प्रविष्ट कर सकते हैं या नहीं। न्यायालय की सुनवाई में यदि आवश्यक हुआ तो निशुल्क एक दुभाषिण की व्यवस्था की जाएगी।



Your legal obligations

This is an official request from the Designated Officer. Every defendant who is prosecuted for an offence needs to provide financial information when asked.

It is an offence not to provide the court with a statement of assets and other financial circumstances following an official request. When providing the court with a statement of your assets and financial circumstances following a request, it is an offence:

- to make a false statement
- to knowingly fail to disclose material facts

Fines and other financial impositions are due to be paid as ordered by the court, this could be on the day of imposition. They can be paid by: credit or debit card online at www.gov.uk/pay-court-fine online, by telephone (including from dedicated lines at the court), by payment card, by standing order or direct debit.

In deciding the amount of any fines or other financial impositions the court will take into account the information you have given about your financial circumstances including your assets. Any other outstanding fines that you have will be taken into account when imposing and enforcing a fine. The rest of the information in the outgoing section is only relevant if you are unable to make payment in full on the day. You may request that the court grants you additional time to pay, which the court will consider but not necessarily approve.

If you do not pay as ordered you may be sent to prison.

External advice

If you need impartial, external advice on your legal rights, managing your debt or the possible consequences of fines or not paying your fines, you can contact:

- National Debt Line: 0808 8084000 or www.nationaldebtline.co.uk
- Citizens Advice: www.citizensadvice.org.uk

Completing and returning this form

Your statement of assets and other financial circumstances can be returned before your hearing. It should be sent by post or given in person to the court where your case will be heard. The address for the court can be found on the summons/charge/requisition form or can be obtained from your local magistrates' court. Email or telephone responses are not accepted.

You may be required to **provide evidence** of your financial circumstances, e.g. payslips, benefit books, bills. Therefore, you should bring copies with you on the day of your hearing.

The information you give may be used by the court, or other authorised organisation acting under the court's instructions, to enforce collection of any financial imposition ordered by the court against you in the event of non payment.

Further assistance

Should you have problems reading this form, please contact the magistrates' court that issued this notice or log on to **hmctsformfinder.justice.gov.uk** and type in **MC100** under the form number to locate your required language.

Additional languages: Chinese (traditional and simplified), Croatian, Czech, Greek, Gujarati, Hindi, Kurdish, Polish, Punjabi, Portuguese, Serbian, Spanish, Turkish, Urdu and Welsh.

Statement of assets and other financial circumstances

Make sure you can pay your fine

You should complete this form and either send it to the court or hand it to the court usher on arrival at the court. If you fail to provide the court with your statement of assets and other financial circumstances, or the court is not satisfied that it has been given enough reliable information, it is entitled to make such decision as it thinks fit about your financial circumstances.

Note: When providing the court with a statement of your assets and financial circumstances, following an official request it is an offence to make a false statement or knowingly to fail to disclose material facts.

If the court orders that you pay a fine or other financial imposition you will be required to pay as ordered by the court, this could be on the day of imposition. Please bring a method of payment with you.

I understand that if I knowingly make a statement which is false or knowingly fail to disclose any relevant fact, it is an offence for which I can receive a further fine.

Signed

Date

1. Personal details

First name(s)

Family name

Address

Postcode

Home telephone number

Mobile telephone number

Email

Date of birth

National Insurance number

Vehicle registration number

Are you the registered owner of the vehicle? ☐ Yes ☐ No

Please use
BLOCK CAPITALS

For all your income and outgoings,
please indicate if the figures are:

☐ Weekly ☐ Fortnightly ☐ Monthly

2. Income details

If you are employed

Occupation

Employer's name

Employer's address

Postcode

Employer's telephone number

I am self employed as

Your take home pay

Any other income

Total income

If you are NOT employed

please state since when

Are you in receipt of benefits? ☐ Yes ☐ No

If Yes, please state below which benefit(s) you receive.

3. Outgoings

You may ask the court to allow you extra time to pay. If you want to ask the court for more time, you will need to provide details and proof of your outgoings. The court will consider your request but may not grant it.

Rent, mortgage or lodgings

Council tax

Insurance (home, life etc.)

Child maintenance

Travel expenses

(Fuel, car, public transport etc.)

Utility bills

(gas, water, electricity etc.)

Telephone (inc. mobile)

Television subscription

(licence, satellite etc.)

Other fines (please specify court)

County court orders

Loan repayments

(credit card, bank etc.)

Other outgoings (please specify)

Total outgoings

Statement of assets and other financial circumstances

If the court imposes a fine or other financial imposition you will be required to make payment on the day. Provide evidence of your assets and financial circumstances to the court

4. Other information

Total savings

Partner's income including benefits

Number of dependent children

Please add any other information (for example any assets not mentioned above) you believe the court should know about here:

For official use only

Case number

Date of hearing