

## Independent Parking Appeals Service

### 2<sup>nd</sup> Appeal Form

1	<b>Appellant's Name:</b> (Block capitals)	
2	<b>Appellant's Postal Address:</b> (Block capitals)	
3	<b>Name of Parking Enforcement Contractor:</b>	
4	<b>Date of Alleged Offence:</b>	
5	<b>Location where Alleged Offence Occurred:</b>	
6	<b>Registration Number of the Vehicle Involved in the Alleged Offence:</b>	
7	<b>Details of the Alleged Offence:</b>	
8	<b>Clamp Release Fee Paid:</b>	€
9	<b>Clamping Docket Reference Number:</b>	
10	<b>Date of First Appeal Decision:</b>	
11	<b>List of Evidence Supplied to Support this Second Appeal:</b>  <b>IMPORTANT</b> Do not assume that IPAS will have access to any original documents, photos etc.  Please send <b>copies only</b> as IPAS cannot return any documents submitted.	Tick as appropriate: <input type="checkbox"/> Copy of Parking Ticket <input type="checkbox"/> Copy of Clamping Docket <input type="checkbox"/> Copy of 1 <sup>st</sup> Appeal Letter <input type="checkbox"/> Copy of 1 <sup>st</sup> Appeal Decision <input type="checkbox"/> Photographs with dates and locations <input type="checkbox"/> Witness statements <input type="checkbox"/> Site plans/sketches <input type="checkbox"/> Copy of other documents e.g. doctor's or hospital letter <input type="checkbox"/> Other (specify):
<b>PLEASE ENCLOSE:</b> <b>Cheque or PO for €20 per case appealed payable to "Independent Parking Appeals Service". Appeals submitted without the appropriate fee will not be considered.</b>		
12	<b>Grounds of Appeal:</b> Set out clearly and concisely the reasons you believe that the original clamping decision was wrong and/or should be overturned. Use additional pages if required and ensure that the appeal is legible.	

Signed: \_\_\_\_\_  
Appellant

Date: \_\_\_\_\_

**IMPORTANT:** IPAS will not enter into discussions or correspondence with appellants; nor will IPAS undertake site inspections. It is essential therefore that appeal submissions include all relevant information, photographs, sketches, plans etc.