



**Dayworth Mews (LOC3947)**

**Resident PCN Cancellation policy – Terms and conditions**

**HOW TO USE YOUR RESIDENT  
CANCELLATION**



Go online to  
[www.paymypcn-uk.co.uk](http://www.paymypcn-uk.co.uk)  
and log in with your PCN  
number and vehicle  
registration



Click 'Appeal' and enter  
your details



Under 'Please explain your  
reasons for challenging the  
Parking Charge Notice', you  
MUST quote the following  
reference: **EXEC-RES-01**



Click 'Send'. You will now  
be able to upload  
documents – you MUST  
upload proof of address



Submit

**A resident PCN cancellation policy is included as part of the current service agreement as per the following terms and conditions:**

- The right to have one PCN cancelled per property without charge for parking without a valid physical permit displayed in the windscreen of the vehicle if parked within a residential marked bay only.
- If the marked bays are allocated this will ONLY be accepted if the vehicle was parked in the allocated bay intended for use by the resident in question.
- The resident cancellation policy is to ONLY benefit those residents and tenants of the development with a right to park on the development.
- The cancellation policy does not apply to any property that does not hold a parking right.
- The cancellation policy does not apply to non-resident vehicles i.e. visitors.
- The cancellation policy also does not apply to a vehicle parked in any visitor bays or communal areas that are not for use in terms of parking.
- The PCN must be raised with Parking Control Management (UK) Ltd within the first 14 days of issue.