



# **Enforcement Operations Agreement**

## **Schedule 2**

### **Appendix 04 – Warning Notices**

**tfl\_scp\_000555**

**Service Operations Directorate**  
**Transport for London**  
4<sup>th</sup> Floor, Palestra  
197 Blackfriars Road  
Southwark London SE1 8NJ

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# 1. Bus Lanes

<DATE OF NOTICE > (date posted)

<NAME OF KEEPERr>

<ADDRESS>

## WARNING NOTICE

Dear<NAME OF KEEPER > ,

**Reference Number:** <PCN number>

**Vehicle Registration Mark:** <VRM)

**Date & Time of Issue:** <DATE> <TIME>

**Location of Contravention:** <LOCATION>

### **Re: Road Network Compliance - Warning Notice**

This warning notice has been issued to you because your vehicle was observed making the alleged contravention <**CONTRAVENTION DESCRIPTION**>

The Driver and Vehicle Licensing Agency (DVLA) has provided your details as the registered keeper of the vehicle referenced above.

As this is a new restriction, TfL is issuing you with this warning notice instead of a formal penalty charge notice (PCN). A PCN carries a charge of £130 (reduced by 50% if paid within 14 days of the penalty charge being issued). This warning notice does not impose a financial penalty but serves to advise you of the restriction. Failure to observe signage and/or road markings in future may result in a penalty charge being issued to you as the registered keeper.

Further information about PCNs issued by TfL may be found on the website at [www.tfl.gov.uk/roadusers](http://www.tfl.gov.uk/roadusers).

Alternatively if you have a question regarding this warning notice please phone 0845 603 4545 or email [enquiries@tflcroydon.co.uk](mailto:enquiries@tflcroydon.co.uk)

Yours sincerely

K Folami  
Congestion Charging and Traffic Enforcement



## **2. Parking - CCTV TMA**

<DATE OF NOTICE > (date posted)

<NAME OF KEEPERr>

<ADDRESS>

## WARNING NOTICE

Dear<NAME OF KEEPER > ,

**Reference Number:** <PCN number>

**Vehicle Registration Mark:** <VRM)

**Date & Time of Issue:** <DATE> <TIME>

**Location of Contravention:** <LOCATION>

### **Re: Road Network Compliance - Warning Notice**

This warning notice has been issued to you because your vehicle was observed making the alleged contravention <**CONTRAVENTION DESCRIPTION**>

The Driver and Vehicle Licensing Agency (DVLA) has provided your details as the registered keeper of the vehicle referenced above.

As this is a new restriction, TfL is issuing you with this warning notice instead of a formal penalty charge notice (PCN). A PCN carries a charge of £130 (reduced by 50% if paid within 21 days of the penalty charge being served ). This warning notice does not impose a financial penalty but serves to advise you of the restriction. Failure to observe signage and/or road markings in future may result in a penalty charge being issued to you as the registered keeper.

Further information about PCNs issued by TfL may be found on the website at [www.tfl.gov.uk/roadusers](http://www.tfl.gov.uk/roadusers).

Alternatively if you have a question regarding this warning notice please phone 0845 603 4545 or email [enquiries@tflcroydon.co.uk](mailto:enquiries@tflcroydon.co.uk)

Yours sincerely

K Folami  
Congestion Charging and Traffic Enforcement





## **3. Moving Traffic**

<DATE OF NOTICE > (date posted)

<NAME OF KEEPERr>

<ADDRESS>

## WARNING NOTICE

Dear<NAME OF KEEPER > ,

**Reference Number:** <PCN number>

**Vehicle Registration Mark:** <VRM)

**Date & Time of Issue:** <DATE> <TIME>

**Location of Contravention:** <LOCATION>

### **Re: Road Network Compliance - Warning Notice**

This warning notice has been issued to you because your vehicle was observed making the alleged contravention <**CONTRAVENTION DESCRIPTION**>

The Driver and Vehicle Licensing Agency (DVLA) has provided your details as the registered keeper of the vehicle referenced above.

As this is a new restriction, TfL is issuing you with this warning notice instead of a formal penalty charge notice (PCN). A PCN carries a charge of £130 (reduced by 50% if paid within 14 days of the penalty charge being issued). This warning notice does not impose a financial penalty but serves to advise you of the restriction. Failure to observe signage and/or road markings in future may result in a penalty charge being issued to you as the registered keeper.

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Yours sincerely

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