**Processing a Regulation 10 PCN**

**PCN / Notice to Owner**  
issued & sent by post  
Full PCN amount less discount.

**Witness Statements**  
should be filed with  
TEC within 36 days  
(if filed at all, this is  
optional).

Not before **21 days**  
of the date of  
service of the  
Order for Recovery.

Not before **21 days**  
of the date of  
service of the  
Charge Certificate.

Not before **28 days**  
 of the date of  
service of the PCN  
/ Notice to Owner.

All letters received are  
**REPRESENTATIONS**As the PCN is also the  
Notice to Owner.

**APPEALS** to the   
adjudicator must be  
made after the NTO but  
before the Charge  
Certificate  
Also after a **Notice of  
Rejection.**

**Warrant of Execution**  
(Passed to Enforcemant Agents).

Order for recovery  
of unpaid charges (parking)  
& Witness Statement  
Full PCN amount + 50% + £8.

**14** day discount period.

Apply to register debt  
with TEC.

**Charge Certificate**  
Full PCN amount +50%.

DVLA application for  
keeper details & response.

CEO unable to serve PCN /  
Vehicle drove away.