

Annex G –

Example request for information letter following suspected misuse

Local Authority Address

Phone:

Fax :

**NAME and ADDRESS OF
OFFENDER**

Our Ref:

Your Ref:

Date:

Dear NAME,

Road Traffic Regulation Act 1984 - Section 112

Road Traffic Regulation Act 1984 -Section 116

Road Traffic Regulation Act 1984 -Section 117

I am investigating the alleged use of a deceased person's disabled parking Blue Badge, and I believe that you can assist with my enquiries; a check submitted to the DVLA has been returned, and details you to be the current registered keeper of the vehicle concerned.

On **(TIME, DAY AND DATE)** your motor vehicle **(MAKE AND MODEL)** was observed parked in a marked pay and display parking bay located in **(LOCATION)**; whilst displaying a deceased persons disabled parking Blue Badge bearing **(SERIAL NUMBER)**. Use of a deceased person's disabled badge in these circumstances would be deemed an offence contrary to the provisions of section 115 and 117 of the Road Traffic Regulation Act 1984.

In accordance with the provisions of section 112 of the Road Traffic Regulation Act 1984 I formally require you to provide information as to the identity of the driver alleged to be

guilty of an offence; to enable you to comply with this request please complete and return the enclosed section 112 declaration within 7 days of the date of this letter.

I must inform you that under section 112 of the Road Traffic Regulation Act 1984, it is an offence to fail to identify the driver of a vehicle as requested, punishable by a fine of up to £1,000.

Retention and use of a deceased person's disabled badge is also in breach of Regulation 9 (1) (b) of The Disabled Persons (Badges for Motor Vehicles) (Wales) Regulations 2000, which provides that a disabled badge must be returned immediately following the death of the holder. **(ISSUING AUTHORITY)** formally requests the return of the Blue Badgebearing **(SERIAL NUMBER)**. The badge should be handed or delivered to me at the address given below within 7 days of the date of this letter.

I must further inform you that under section 116 of the Road Traffic Regulation Act 1984 failure to comply with this request is an offence, punishable by a fine of up to £1,000. Continuing to use the badge when its return has been requested is also an offence under section 21(4BZA) of the Chronically Sick and Disabled Persons Act 1970 and is punishable by a fine of up to £1,000.

Should you have any questions regarding this letter or the forms provided please do not hesitate to contact me.

Yours sincerely

NAME

Local Authority
