
FIXED PENALTY (FIXED PENALTY NOTICES AND RECEIPTS) REGULATIONS 2009

The Administrator makes the following Regulations in exercise of his powers under section 9(1) of the Fixed Penalty Ordinance 1998(a).

Citation, commencement and interpretation

1. (1) These Regulations may be cited as the Fixed Penalty (Notices and Receipts) Regulations 2009 and come into force on the day on which they are published in the Gazette.

(2) In these Regulations—

- (a) the “combined form” means the combined form of notice and receipt described in regulation 2(1); and
- (b) “the Ordinance” means the Fixed Penalty Ordinance 1998.

Fixed Penalty Notice and receipt issued by a police officer

2. (1) The form of the notice which a police officer may issue and serve under section 3(1) of the Ordinance and the receipt for payment in respect of that notice issued under section 6 are contained in a combined form as set out in Schedule 1.

(2) The notice to be issued and served under section 3(1) of the Ordinance is contained in Part I of the combined form.

(3) A police officer who issues and serves a notice in a combined form may also accept payment of the fixed penalty immediately following service of the notice.

(4) The receipt to be issued under section 6(1) of the Ordinance in respect of a notice referred to in paragraph (1) is contained in Part II of the combined form.

(5) A police officer who issues and serves a notice in relation to an offence involving a motor vehicle must if practicable complete those parts of the combined form which relate to the particulars of the vehicle involved.

(6) The portion of the form headed “Officer’s Notes” is not to be issued to the person on whom the combined notice is served but must be retained by the police officer issuing that notice.

Fixed Penalty Notice and receipt issued by an Area Officer

3. (1) The form of the notice which an Area Officer or an authorised member of his staff may issue and serve under section 3(2) of the Ordinance is as set out in Schedule 2.

(2) The receipt to be issued under section 6(1) of the Ordinance in respect of a notice referred to in paragraph (1) as set out in Schedule 3.

Fixed Penalty Regulations 2005 revoked

4. The Fixed Penalty Regulations 2005 are revoked.

Schedules/.....

SCHEDULE 1

(Regulation 2)

**THIS NOTICE OFFERS THE OPPORTUNITY OF PAYING A
FIXED PENALTY**

(The Fixed Penalty Ordinance 1998, Section 3)

PART I

PARTICULARS OF OFFENDER

Full name (Mr/Mrs/Miss):
Address:
.....
Date of birth: POB:
CIC No: Occupation:
Status: (C/ S/ U/ O) Tourex:
D/L No: Exp:
Telephone(s):

OFFENCES INVOLVING MOTOR VEHICLES

PARTICULARS OF VEHICLE

Vehicle Reg No: Make:
Type: Owner:
Insurance Company:
Policy No: Exp:
M/V/Licence No: Exp:

REPLY AFTER CAUTIONED

1st :
2nd :

PARTICULARS OF OFFENCE:

() Schedule ()

Date: Time: Location:

FIXED PENALTY (In full):

..... Penalty Points:
Issued by: Signature:
Date: Signature of the offender:

**PART II
RECEIPT**

(To be completed at the time of Payment)

PAYABLE TO SBA POLICE

I offer the sum of € for the payment of the fixed
Penalty provided for the offence mentioned above in this notice.

Date: Signature:

Collected by police officer issuing Notice? Yes/No*

(Form S.B.A.P.No. 150)

**PART III
MEMORANDUM**

Police Station at which Driver's Licence / Certificate of insurance is to be
produced within 2 days.

Date: Signature of driver:

* Delete as necessary

SOVEREIGN BASE AREAS ADMINISTRATION

ATTENTION - Removal or tampering with this notice by anyone other than the person responsible is an offence punishable upon conviction to a fine of € 85. (Section 8 of the Fixed Penalties Ordinance 1998).

1. The penalty must be paid within 15 days from the date of issue.
2. If the penalty is not paid within 15 days from the date of issue a 50% additional charge will be added.
3. If the penalty remains unpaid 30 days after the date of issue, then legal proceedings will follow.
4. Payments may be made through the post, by cheque payable to 'Public Sub Account HMG 00859503' to Sovereign Base Areas Police HQ, British Forces Episkopi, BFPO 53.
5. Payment may be made to a police officer issuing this notice by cash or cheque.
6. Payment at a SBA Police Station may be made at any time on production of this notice.

WE ARE COMMITTED TO PROVIDING A QUALITY SERVICE TO THE COMMUNITY.

SBA POLICE TELEPHONES:

EMERGENCY (DIRECT) LINE : 1443
SBA POLICE DHEKELIA : 24744334
SBA POLICE AKROTIRI : 25967262

OFFICER'S NOTES:

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Mother's name: Father's name:
PRO-LASER OPERATOR: DISTANCE:
WARRANT CHECK YES/NO RCI RAISED: YES/ NO
DATE: SIGNATURE:

SCHEDULE 2

(Regulation 3)

SOVEREIGN BASE AREAS

ATTENTION – Removal or tampering with this notice by anyone other than the person responsible constitutes an offence punishable on conviction by a fine not exceeding €85 (section 8 of the Fixed Penalty Ordinance 1998).

Serial No.

**THIS NOTICE OFFERS THE OPPORTUNITY OF PAYING A
FIXED PENALTY**

(The Fixed Penalty Ordinance 1998, section 3)

PART 1

Mr/Mrs/Miss
of
On at hrs, at (place)
you were found in connection with

under such circumstances as to give me reasonable cause to believe that you have committed the following offence(s):

Particulars of offence(s)
.....
.....

FIXED PENALTY: [in words]

Payable at

Issued by Signature

(Initials & Surname)

Date Place of Issue

PART II

(To be completed by the offender at the time of payment)

TO: AREA OFFICE

I offer the sum of € for the payment of the fixed penalty provided for the offence mentioned in Part I of this notice.

PARTICULARS OF OFFENDER

Full name (in capitals)

Address (in capitals)

Identity Card No.

Signature

Date

*delete as appropriate

SCHEDULE 3

(Regulation 3)

SOVEREIGN BASE AREAS

CERTIFICATE OF PAYMENT OF FIXED PENALTY

1. The penalty must be paid within 15 days from the date of issue.
2. If the penalty is not paid within 15 days from the date of issue, a 50% additional charge will be added.
3. If the penalty remains unpaid 30 days after the date of issue, then legal proceedings will follow.
4. Payment may be made through the post by cheque made payable to "Public Sub Account HMG 00859503", to

Area Officer, Area Office Akrotiri, Sovereign Base Area of Akrotiri, B.F.P.O. 53; or

Area Officer, Area Office Dhekelia, Sovereign Base Area of Dhekelia B.F.P.O. 58.

5. Payment may be made at an Area Office during office hours (0730 – 1300 hours) on production of this notice.

In accordance with section 6(1) of the Fixed Penalty Ordinance 1998 (as amended) it is hereby certified that:

Mr/Mrs/Miss

Of has

Today paid the fixed penalty of [record the amount in words]

.....

.....

which is provided in the notice offering the opportunity to pay a fixed penalty

with serial no.

in connection with the offences specified therein.

Date Receiving Officer

Place of Payment Signature

**WE ARE COMMITTED TO PROVIDING A QUALITY SERVICE
TO THE COMMUNITY. RESPECTING THE LAW IS TO THE
BENEFIT OF YOURSELF AND OTHERS IN THE COMMUNITY.**

Dated this 26th day of January 2009.

By the Administrator's Command,
J. D. Wilson,
Chief Officer,
Sovereign Base Areas.

(SBA/AG/2/CR/263/1)

Notes

(a) Ordinance 5/98. Section 9 was amended by Ordinance 14/01.

