



COMHAIRLE CATHRACH CHORCAÍ
CORK CITY COUNCIL

Roads and Transportation Directorate – Transportation Division

Tow Away and Clamping - Appeals Form

Please complete this form clearly and in BLOCK LETTERS. If incorrect information is submitted or the information is not legible, this may inhibit our ability to process your application

DATE OF APPLICATION: _____

FORENAME: _____ SURNAME: _____

ADDRESS: _____

CONTACT NO(S): Home: _____ Mobile: _____

OWNER OF VEHICLE: _____
(if different from above)

PPS NUMBER: _____

VEHICLE REGISTRATION NO: _____

OFFENCE: _____

TOWED: CLAMPED:

LOCATION (STREET NAME) OF TOWING / CLAMPING: _____

DATE OF TOWING / CLAMPING: _____

TICKET NO(s): _____
(if applicable)

REASONS FOR APPEAL

To Be Returned To: Tow-Away/Clamping Appeal, Transportation Division, Cork City Council, City Hall, Cork.

Tow Away and Clamping Appeals Procedure

Cork City Council operates a Disc Parking System of payment for on street parking in the City Centre area. Motorists parking in disc parking areas must display a parking disc and must comply with the Cork County Borough Disc Parking Areas Bye Laws. Motorists must also comply with National Parking Regulations governing illegal parking on double yellow lines, single yellow lines, obstruction of junctions, footpaths etc.

Cork City Council enforces the parking Bye Laws and national regulations in one of the following ways

- Issue on the Spot Parking Fines by Traffic Wardens.
- Clamping of Vehicles.
- Tow Away of Vehicles.

If your vehicle is clamped or towed away and you consider that this action was unjustified, you are entitled to lodge a written appeal.

Appeals should be sent to:

Tow-Away/Clamping Appeal
Transportation Division
City Hall
Cork.

An appeal should include the following information

- Name, address, contact number, vehicle registration number of the appellant
- Any documentation given to you by our clamping /tow away operator, i.e. Penalty Notice, Immobilisation Notice, Cork City Council Official Receipt in respect of your payment.
- A completed appeal form, which is available at the Vehicle Pound, City Hall, via our website www.corkcity.ie or a written letter giving details of your appeal.

When we receive your appeal

- We will issue written acknowledgement of your appeal.
- We will consider your appeal and endeavour to decide on your appeal within a period of 28 days.
- We will notify you in writing of our decision.
- We will record details of your appeal for control and audit purposes.