

SOUTH ESSEX LOCAL JUSTICE AREA

Regulation 34 of The Council Tax (Administration & Enforcement) Regulations 1992

SUMMONS

Customer name and address

#####

Council Tax Account Number

#####/#####/###

Summons Number

Complaint has today been made to me the undersigned, by the Southend-on-Sea Borough Council that you being a person subject to a Council Tax made by the said Borough and set out below, which has been correctly demanded from you and has not been paid.

Summonsed Amount

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In respect of:-
PROPERTY ADDRESS

Costs

65.00

Total Due

And the said Council is applying for a Liability Order pursuant to Regulation 34 of the Council Tax (Administration and Enforcement) Regulations 1992.

You are therefore summoned to appear before the Magistrates Court sitting at The Court House, 80 Victoria Avenue, Southend-on-Sea, Essex SS2 6EU

at 09:30 on Wednesday 16th May 2018 to answer to said complaint.

Dated Monday 23 April 2018.

Signed

Notes

(i) For further information please refer to the notes overleaf.

This is just a copy - Signed original sent by post.

(Assistant) Justices Clerk/ Designated Officer

You have been sent this Summons because, according to the Council's records, the sum of Council Tax shown overleaf is outstanding.

If the sum shown on the Summons (including costs) is received in full on your Council Tax account by the day preceding the court hearing, no further action will be taken. If full payment is not received on your Council Tax account prior to the court hearing, application will be made to the Magistrates Court for a Liability Order, which will add further costs of £30.00 to your account. The Liability Order gives the Council the authority to discharge the debt by direct payments from your earnings or Jobseekers Allowance, Income Support, Employment & Support Allowance, Universal Credit, or by seizing your goods, which will also involve further costs.

Please note that if you do not intend to dispute liability for payment of the amounts on the Summons there is no need to attend the hearing, and the Court does not have the jurisdiction to make a financial arrangement with you.

If you have applied for, and have been awarded, a Council Tax Reduction and you are still having difficulty paying please call us on 01702 215001 to discuss payment options.

Are you entitled to a Council Tax Discount or Exemption? To find out if you qualify for any additional support please visit the Council's website, www.southend.gov.uk.

How to pay your Council Tax

We recommend that you pay by direct debit. It is the easiest and most convenient way for you to pay.



DIRECT DEBIT: You have the choice to pay on either the 1st, 10th, 20th or 25th day of each month. To set up a direct debit online go to www.southend.gov.uk. To arrange your direct debit over the phone please call 01702 215001. Opening times are 8.45am and 5.15 pm Monday to Friday.



Pay on-line: Payment can be made online 24 hours a day. Visit www.southend.gov.uk and click "make a payment." Alternatively, you can pay through internet banking with your own online banking application, quoting Sort Code: 20-79-81 Account No: 20145904 Account Name; General. You must quote your Council Tax Account Number prefixed by the letter "T".



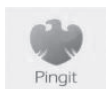
Debit or Credit Card: Telephone the automated 24 hour payment service on 08702 406650 (calls on this number are charged at the National rate as charged by your telecom provider).



Allpay: If you do not have the facility of a bank account to pay by direct debit or debit card you can request an Allpay card by emailing xxxx@xxxxxxxxxxx.uk or apply online.



Standing Order: Take this bill to your bank and ask them to setup a standing order for the instalments shown overleaf. Payments must be received by the Council **by the due date**. You must quote your Council Tax Account Number prefixed by the letter "T". Sort Code 20-79-81 Account No: 20145904 Account Name: General.



Barclays Pingit: Pay your instalments using your mobile phone. You do not need to be a Barclays customer, and once you have downloaded the app and registered you will have your own 5 digit pin and be able to make secure payments. Transactions are confirmed by text.

The Council may send you a text message if your account falls into arrears, or to assess Council Tax liability. For further information or to opt out please visit www.southend.gov.uk

We will use your information to work out and collect Council Tax, to prepare statistics and for research. We may check your information with other sources. We will only share your information where data protection law allows it. For further information see our privacy notice at southend.gov.uk/dataprotection.