

Sam Smith
38A Baker Street
London
W1 7SX



Date: 28 June 2019

**You've been sent this notice because notice
bercause you are charged with traffic offence(s).**

**You have been charged
with committing the
following offences**

On 8 June 2019, magistrates considered the case brought against you by Greater Manchester Police and the following orders were made:

Offence 1 Driving without insurance

Offence 2 Failed to produce certificate of insurance

Offence 3 Speeding - exceed 30 miles per hour on restricted road - manned camera device

What you need to do

1. Read the charge and paperwork sent with this notice. Check the evidence against you.
2. Check your personal details are correct.
3. Tell us whether you think you're guilty or not of each charge by completing and posting this form or online at:

onlineplea.cjscp.org.uk

Call 0300 303 0656 (English) or 0300 303 5172 (Welsh speakers only) if you need help with this online service.

4. You have 21 days to plead from the date at the top of the notice. This means that you must make your plea by 18th April 2019.

A court will hear your case without you if you don't make a plea. You may get a criminal conviction and have to pay a larger penalty.



If any of these offences carry penalty points and you're convicted, the penalty points will be recorded on your driving record electronically by DVLA.

Section 1

Making your plea

A criminal charge has been made and you may wish to take legal advice before telling us if you're guilty or not (making your plea).

You may receive a penalty made up of four parts:

1. Fine — If you plead guilty, the court will reduce your fine by up to 33%
2. Costs — Application is being made for a £100 contribution towards the prosecutor cost. If you are found guilty after trial, your costs may be higher than if you pleaded guilty.
3. Compensation — There will also be an application for compensation of £0 in respect of the charge.
4. Victim surcharge — This is a penalty that everyone found guilty of an offence has to pay.

For guidance on sentencing decisions: [sentencingcouncil.org.uk](https://www.sentencingcouncil.org.uk)

Pleading guilty

You can plead guilty if you agree with the offences. A decision will normally be made without a formal court hearing:

- you'll be telling us you're guilty of the offences
- you won't have to go to court
- you'll be sent details of the magistrate's decision by post

If we need you to attend court, we'll send you a notice telling you when and where.

You can also ask to attend court in person. You have the right to do this but don't have to – the court follows the same guidelines if you attend or not:

- you'll be sent a notice by post giving you a date and time to attend court
 - the hearing is likely to go ahead even if you don't attend
-

Pleading not guilty

A trial will be arranged to hear your case if you don't agree with an offence:

- you're telling us you didn't commit the offence
- you'll need to attend court if you want to present your evidence
- you'll be sent a notice giving you a date and time to attend court
- the trial is likely to go ahead even if you don't attend

Section 1 continued

How to plead

Use the courts and tribunals online plea service to submit your plea, personal details and financial information at:

Plea online at: onlineplea.cjscp.org.uk

If you plead online your plea will reach the court and be dealt with more quickly than if sent by post. You will receive a confirmation email that your plea has been received.

Call 0300 303 0656 (English) or 0300 303 5172 (Welsh speakers only) if you need help with this online service.

or

If you cannot do this online, send your completed forms to:

Willesden Magistrates Court
448 High Road
Willesden
NW10 2DZ

Help

Help with this notice

More information about Single Justice procedure notices can be found at:
gov.uk/single-justice-procedure-notice

Prosecutor

For prosecutor information visit:
gmp.police.uk

Legal advice

If you need legal advice, you can find a legal adviser at:
gov.uk/find-a-legal-adviser

Court process

For help with the court process call 0300 303 0656 (English)

Welsh

For help and advice in Welsh call 0300 303 5172 (Welsh speakers only)

Section 2

Charge sheet - check the evidence against you

Offence 1 of 3

Driving without insurance

On 07/03/2019 the defendant was the driver of an Audi A4 VRM N15 REP, on a road, or other public place, namely Lordship Lane, Lower Broughton, when there was no insurance in force covering use of that vehicle.

Contrary to section 143 of the Road Traffic Act 1988 and Schedule 2 of the Road Traffic Offenders Act 1988

This offence carries penalty points

Prosecutor

Greater Manchester Police

Charge date

22 June 2019

Charge authorised by

John Smith, Solicitor, Company ABC

How do you plead?

☐

I am pleading guilty and don't want to come to court

or

☐

I am pleading guilty and want to come to court in person

or

☐

I am pleading not guilty - send me the date of my trial

Section 2 continued

Charge sheet - check the evidence against you

Offence 2 of 3

Failed to produce certificate of insurance

On being so required by a constable, the driver failed to produce for examination the relevant certificate of insurance or security under Part VI of the Road Traffic Act 1988. The defendant was issued with HORT1 requesting production of documents to a nominated police station within 7 days. After this time period had expired the defendant was issued with a Conditional Offer of Fixed Penalty. Payment and licence were not received within the time constraints.

Prosecutor

Greater Manchester Police

Charge date

22 June 2019

Charge authorised by

John Smith, Solicitor, Company ABC

How do you plead?

☐

I am pleading guilty and don't want to come to court

or

☐

I am pleading guilty and want to come to court in person

or

☐

I am pleading not guilty - send me the date of my trial

Section 2 continued

Charge sheet - check the evidence against you

Offence 3 of 3

Speeding - exceed 30 mph on restricted road - manned equipment

On 07/03/2019 at BEESTON drove a motor vehicle, namely passenger carrying vehicle Audi A4 VRM N15 REP, on a restricted road, namely Lordship Lane, Lower Broughton, at a speed exceeding 30 miles per hour.

****SPEED RECORDED 37MPH****

Contrary to section 14, 15(2) and 15(4) of the Road Traffic Regulation Act 1984

This offence carries penalty points

Prosecutor

Greater Manchester Police

Charge date

22 June 2019

Charge authorised by

John Smith, Solicitor, Company ABC

How do you plead?

☐

I am pleading guilty and don't want to come to court

or

☐

I am pleading guilty and want to come to court in person

or

☐

I am pleading not guilty - send me the date of my trial

Section 3

Check the witness statement(s) against you

Transport for London witness statement 1

Given by	Liam O'Shea
Age	39
Job	Police
Address	123 High Street, London E1 1BN

On 7 March 2019 the driver of the vehicle, Sam Smith, failed to produce for examination the relevant certificate of insurance. When asked to produce this documentation, he could not. He said, "I'm sorry, it's at home."

This statement is true to the best of my knowledge. I accept I may be prosecuted if I:

- deliberately give false information
- don't declare all relevant facts

Signature



Date 10 June 2019

Section 4

Your details

Are your details correct on this notice?

Check your name, address and date of birth and tell us of any changes in the box below:

Contact numbers (optional)

The court may need to contact you, so they can deal with your case quickly.

Home telephone number

Mobile telephone number

Email address

UK driving licence number

If your charge means that penalty points may be put on your licence, please provide your UK driving licence number.

If you don't know your UK driving licence number, you can get it online at:

gov.uk/viewdriving-licence

Section 5

Further information for the court (optional)

If you are pleading not guilty

Tell the court why you believe you're not guilty of this offence and if there are any prosecution witnesses you wish to attend court to give evidence.

Do you want to bring your own witness?

This means someone who can give evidence in court supporting your case. Please note the court cannot generally accept a letter or statement from a witness unless it has been agreed by the prosecutor.

☐

No

☐

Yes – enter the name, address and date of birth of your witness (if known):

Are there any dates you or your witness can't attend court?

The court will try to avoid these when fixing the trial date.

If you are pleading guilty

You can explain why you committed the offence or tell the court relevant circumstances. What you say will be taken into account when the court makes a decision on your case.

If you are pleading guilty and requesting a court hearing or pleading not guilty:

If there is a hearing in a Welsh court which language do you wish to speak?

☐

Welsh

☐

English

For other languages do you need an interpreter in court? (optional)

☐

No

☐

Yes - Which language?

Are there any needs that you would wish to let the court know in advance?

Section 6

Declaration and sending your plea

! You may be prosecuted if you make a false statement or deliberately don't declare all the relevant facts

I confirm that:

- I've read and understand the charges against me
- I'm the person named in the Single Justice Procedure notice
- the facts I've given are correct as far as I know

Signature

Date

If you want to know how the data you provide is used, please visit:

justice.gov.uk/courts/procedure-rules/criminal/forms