

## **DRIVING OFFENCES, ACCIDENTS AND FINES**

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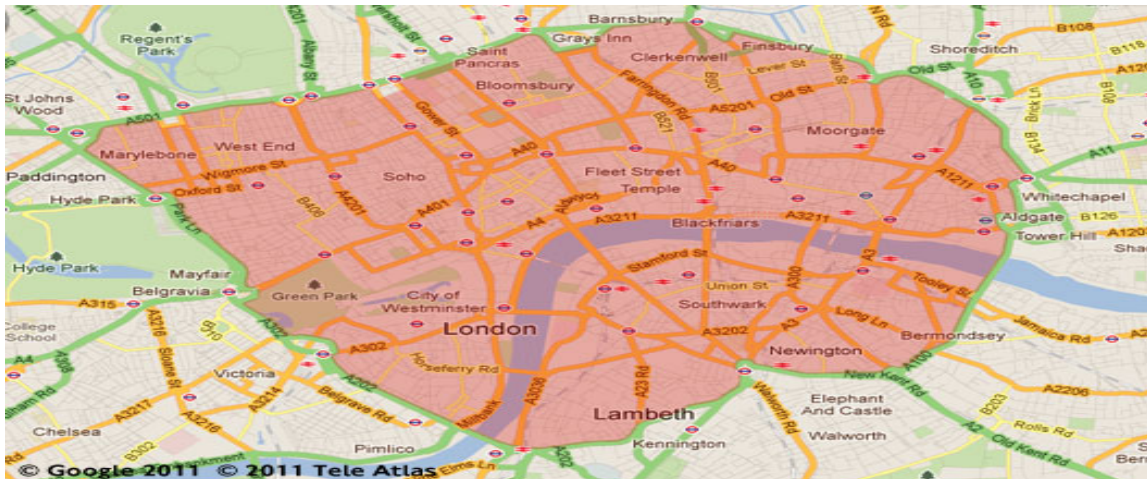
You are required to always act within the law and behave in a responsible, courteous and professional manner. You are personally liable and responsible for payment of any fines, penalties and charges that you incur whilst out on assignment. You are also personally liable for the excess on all insurance claims made for damage caused by you to any vehicle you are driving whilst on assignment.

### **LONDON CONGESTION CHARGE**

The charge was introduced on 17 February 2003. It operates Monday to Friday between 7.00 a.m. and 6.00 p.m. – there is no charge on weekend, public holidays, between Christmas day and New Year's day inclusive or between the hours of 6.00 p.m. and 7.00 a.m.

The charge is £10 per day and payment needs to be made before midnight on the day you travel, otherwise a fine of £120 will be incurred by you. If you do not pay the penalty charge within 28 days, it is increased to £180.

The charging zone is pictured below. It is clearly marked and there are road signs on all roads approaching and leaving the zone:



It is your responsibility to comply with the congestion charge law and any fines incurred if you do not comply will be your responsibility. If you need to enter the zone during an assignment, please obtain authorisation from the hiring client and get clarification as to whether the charge has been paid and if so, what the payment reference number is. It is ESSENTIAL that you obtain clarification BEFORE you set off on your journey.

### **RED ROUTES**

You can identify the red routes by the red no-stopping lines and signs along the road. Double red lines mean that the regulations apply at all times and on all days. Single red lines means that the prohibition applies during times displayed on nearby signs or at the entry to the zone. Red route clearways are signed but red routes are major roads on which vehicles are not permitted to stop. The prohibition extends to stopping for loading or unloading, and to boarding or alighting from a vehicle. The fine for illegal parking on red routes in London increased to £130 from July 2011.

**I CONFIRM THAT I HAVE READ, UNDERSTOOD AND ACCEPT THE ABOVE.**