

1. What is a “ZTL”- Limited Traffic Zone?

The centre of Pisa is a limited area (ZTL), in order to access this area you must have a special authorization.

All the cars that enter without this authorization are fined because many streets of the centre have got a camera that takes a photo of the plate of the car.

These streets are marked by international road signs (see the example below)

Remember that the signs are the same in all the countries of Europe.



2. How can I view the photographic evidence of the infringement?

You can view the photographic evidence of the offence using the following link:

<https://secure.comune.pisa.it/tzi/info.jsp>

Accessing the web page you have to write some information about the infringement:

numero verbale- you must write the number of form

anno del verbale- you must write the year of the infringement

giorno e mese del verbale- you must write the date/ the month of the offence

targa del veicolo- you must write the plate number of the vehicle

then you must click on "accesso"

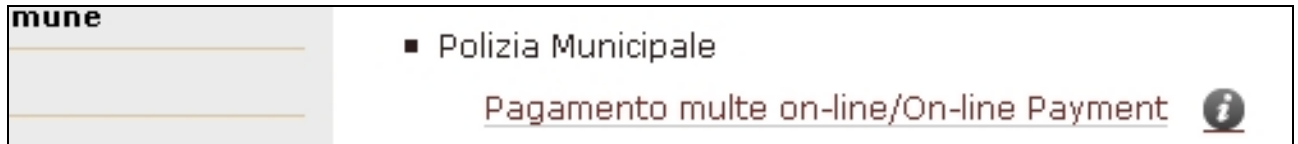
If you don't view the photo online you can send us an e-mail writing on the subject "copy of photo". Please remember that the electronic device that takes pictures of the plate of the car has been approved by Italian Ministry Of Transport. We're sorry but we're not able to send you further documentation in addition to the photo.

3. How can I pay this kind of fine?

It's possible to pay it in the following ways:

a) **On-line: It should be noted that at the time, this method of payment provides only the utilization of PayPal.**

- 1 – CLICK ON www.sepi-pisa.it/sanzioni
- 2 – CLICK ON THE LINK “Pagamento multe on-line/On-line fines payment”
- 3 – CLICK ON THE LINK “Pagamento multe on-line/On-line Payment”



4 – In order to pay it's necessary to fill:

Targa del Veicolo – Plate number of the vehicle (only alphanumeric characters)

Numero del verbale – Number of form fill with the number of form that might be followed by the letter on the basis of the following examples:

- if the letter of the infringement is P(1234567/P), fill with 1234567;
- if the letter of the infringement is PT (12345678/PT), fill with 12345678T
- if the letter of the infringement is VI (121/VI) fill with 123I;
- if the letter of the infringement is VC (12345/VC), fill with 12345C

Anno del Verbale – Year of the infringement

b) **Wire transfer**, referring to the IBAN number indicated in the notification letter that, in particular, for the infringements with a later date to 28/10/2011 is as follows:

SEPI SPA ESTERO
PIAZZA DEI FACCHINI 16, 56125 PISA

BANCA DI CREDITO COOPERATIVO DI FORNACETTE
VIA T.ROMAGNOLA, 101/A 56012 FORNACETTE (PISA)

IBAN: **IT20R0856270910000010645224**
BIC(or swift code): **BCCFIT33**

Please include the number of the form in the reason for the payment, so we will be able to identify the payment.

- **If you are in Italy, you can pay the fine in a post office; asking for a "bollettino" (deposit slip) and you have to fill it using the following coordinates:
C/C: 59900076**

Name of the recipient: SEPI SPA COMUNE DI PISA SANZIONI AMMINISTRATIVE
Please write on "Causale versamento" (reason for the payment) the number of the form.

Important: after the payment you MUST send us a copy of it by fax or by e-mail using the addresses provided on the fine

ATTENTION: PAYMENTS BY CHEQUE ARE NOT ALLOWED

4. It's possible to receive a confirmation of the payment?

Yes, it is possible to receive it. You can send us an e-mail writing on the subject "Payment Confirmation Nr. of form ____"

The requests for payment confirmation must be sent after the 15th day of the month following that of the payment.

5. What is the time limit for the notification of a fine abroad?

According to the Italian Road Traffic Code and the sentence of Corte Costituzionale n. 477 2002, we have 360 days (from the date of the offence) to send a fine abroad.

If you have rented a car, it's possible to send the fine to the lessee of the car within 360 days from the date on which the Police Office receives your personal details from your Rentals.

6. How can I lodge an appeal?

You can lodge an appeal :

- Within 60 days from the date on which you have received the fine.
- Only if the fine hasn't been paid. The payment of the fine precludes the possibility of an appeal.

You can submit an appeal, ONLY IN ITALIAN LANGUAGE, to one of the following authorities:

- Prefect of Pisa, Piazza G. Mazzini 7, 56125 Pisa (Italy)
Your appeal must be sent with registered mail. Please retain the proof of receipt.
- Justice of Peace of Pisa, Via Palestro 39, 56125 Pisa (Italy).
Your appeal must be sent in four signed copies and you must attach to one of these:
 - A revenue stamp to the amount of 33,50 Euros
 - A revenue stamp to the amount of 8,00 EurosYour appeal must be sent with registered mail
The offender (or a person who has been delegated with a signed copy of the proxy) must assist at the hearing.

7. I'm owner/ I carried a person with a parking permit for people with disabilities, what can I do?

You must send :

- a) a signed letter asking for the deletion of the fine;
- b) copy of the disability Pass
- c) proof of the presence in Pisa of the Handicap Pass holder (ex. Hotel reservation, plane ticket, etc)

8. I was staying in a hotel in the restricted zone (ZTL). Was I authorised?

If you were guest in a hotel in the restricted zone, you are free from the payment of the violation, but you must contact the hotel and request the permission for your vehicle. Please contact directly your Hotel and ask them to clarify the matter with the Local Police.

If your hotel wasn't in the ZTL, you can either pay the fine or send a formal appeal.

9. I paid some administrative fees concerning the fine to the Rentals, what does it mean?

If you received an invoice concerning the fine from the Rentals and you've paid it by credit-card, it doesn't mean that you paid the fine itself. Usually the Rental Companies charge the client with administrative fees in order to provide to the Police Office the personal details of the offender.

However if you would like to have major information about this invoice, we suggest you to contact directly your Rentals.

10. I received more than one fine, what can I do?

If you received two or more fines, we must inform you that all the documents are valid and you must consider the fines separately: for each one you can proceed to the payment or to the appeal.