

Review a Fine

Infringements Act 2006 Section 2



- **Please complete all sections below to have your infringement reviewed.**
- Only *one* Internal Review may be submitted per Infringement Notice, unless applying when an internal review has been granted on the grounds of Person Unaware of Fine.
- All applications must be in writing, including your name and address.
- Once your application is received, your infringement will be placed on hold whilst a review is undertaken.

Section 1 – APPLICANT’S DETAILS (the person making the application)

☐ Person named on the Infringement Notice

☐ Other person with consent
(you must complete the 'Consent for Internal Review' on page 3)

☐ Authorised company representative

First name:	Surname:
Home address:	
	Postcode:
Postal address: (if different from above)	
	Postcode:
Contact number:	
Email address:	

Section 2 – INFRINGEMENT NOTICE DETAILS

What type of infringement do you have? – tick the box
☐ Parking ☐ Animal ☐ Local Law ☐ Fire Prevention ☐ Litter ☐ Health ☐ Other
Infringement Number/s:
Date of offence:
Vehicle Registration (parking fine only):
Vehicle Make and Colour (parking fine only):

Section 3 – GROUNDS FOR APPLICATION – *please tick the relevant box (see descriptions on page 3)*

☐ Exceptional Circumstances (see description 1)	☐ Contrary to Law (see description 2)
☐ Special Circumstances (see description 3)	☐ Mistaken Identity (see description 4)
☐ Person unaware of fine (see description 5)	☐ Penalty Reminder Notice/fee waiver request (see description 6)

Collection Notice

East Gippsland Shire Council collects information provided by you in this form to consider your application to review a fine. East Gippsland Shire Council will only disclose your personal contact information to a third-party where required to do so by law. Information shared in this situation will be in accordance with the requirements of the Privacy and Data Protection Act 2014. If incorrect information or details are provided Council will be unable to assist you with this request. For more information on Council's Privacy Policy, please visit Council's *Privacy Statement* on our website or email feedback@egipps.vic.gov.au if you have any questions. AUG 26

Write down the reasons why you want the fine to be reviewed:

Additional documents to support your application e.g. a statutory declaration, a photo, medical reports or a receipt.

Please send the evidence with this form. List of attached evidence:

- | | |
|----|----|
| 1. | 3. |
| 2. | 4. |

Declaration: I understand that this is the only Internal Review for this Infringement that I am able to submit pursuant to s22(2) of the Infringements Act 2006. I declare that the information that I have supplied in this form, and any attachments to this form, are true and correct to the best of my knowledge. I understand that by making a false or misleading statement in support of this claim, I may be prosecuted.

Signature:

Name:

Date: ____/____/____

Office Use Only:

CS Stamp:

IM Stamp:

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DESCRIPTION OF RELEVANT GROUNDS FOR REVIEW - (from page 1, section 3)

1) Exceptional Circumstances

Please provide details of the exceptional circumstances (where you have committed the offence due to unforeseen or preventable circumstances, (e.g. medical emergencies). Not knowing the law or forgetfulness are not exceptional circumstances).

2) Contrary to Law

Please provide the reasons why you consider the decision to issue you with the infringement notice is unlawful. (e.g. the Infringement was not valid).

3) Special Circumstances

Special Circumstances include:

- a mental or intellectual disability, disorder, disease or illness
- a serious addiction to drugs, alcohol or a volatile substance
- homelessness, or
- family violence within the meaning of the Family Violence Protection Act 2008

You must provide evidence (e.g. letter, report, statement etc.) from one of the following parties to support your application:

- a case worker, case manager or social worker
- a general practitioner, psychiatrist, or psychologist; or
- an accredited drug treatment agency.

Evidence (e.g. letter statement or a report) from your practitioner or case worker should include the following information:

- the practitioner/case worker's qualification and relationship with you, including the period of engagement.
- the nature, severity and duration of your condition or your circumstances:
 - a) whether you were suffering from the relevant condition or circumstances at the time the offence was committed, and
 - b) whether, in the opinion of the practitioner/case worker, it is more likely than not that you could not understand or control your actions that constituted the offence.

Note: A Centrelink Medical Certificate on its own may not be adequate as it does not provide the above requirements.

4) Mistaken Identity

Please provide the reason why you believe there has been a case of mistaken identity (including evidence e.g. copy of your driver's licence, in support).

5) Person Unaware of the Fine

An application made on the ground of 'person unaware' must:

- be made within 14 days of you becoming aware of the infringement notice (You may evidence the date you became aware of the infringement notice by executing a statutory declaration)
- state the grounds on which the decision should be reviewed, and
- provide your current address for service.

6) Penalty Reminder Notice Fee Waiver Request

Please provide the reason(s) why you believe the Penalty Reminder Notice Fee should be waived.

Note: The original penalty amount is still applicable under this request.

CONSENT FOR INTERNAL REVIEW – to be complete if another person is acting on your behalf

I,, of (address of person named on the infringement)
....., give my consent to
(name of person making the application on your behalf)
to apply for an Internal Review on my behalf to Infringement Number

Signature (person named on the infringement):

Date: / /

Signature (other person with consent):

Date: / /

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Contact Council

-  **Phone:** 03 5153 9500
-  **Email:** feedback@egipps.vic.gov.au
-  **Website:** eastgippsland.vic.gov.au
-  **Mail:** PO Box 1618, Bairnsdale VIC 3875

Customer Service Centres:

- **Bairnsdale:** 273 Main Street
- **Lakes Entrance:** 18 Mechanics Street
- **Mallacoota:** 70 Maurice Avenue
- **Omeo:** 179 Day Avenue
- **Orbost:** 1 Ruskin Street
- **Paynesville:** 55 Esplanade

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