

Office Use Only
Records Department

File No:

Document No:

Given Name: _____
Family Name: _____
Address: _____
Suburb: _____ P/code _____
Phone: _____

INFRINGEMENTMENT

Infringement Number: _____

THIS SECTION MUST BE COMPLETED BEFORE WRITING YOUR EXPLANATION ON THE REVERSE SIDE

The Grounds For My Application (Tick the relevant Ground)

- The decision to issue the infringement notice was contrary to law.
(You should set out the reasons why you say it is unlawful)
- The decision to issue the infringement notice involves a mistake of identity.
You should set out the reason why you say there was a mistake of identity and identify the name and address of the person who you say you were mistaken for and the relationship of that person to you)
- Special circumstances apply to me
(Special circumstances means persons with; a mental or intellectual disability, disorder, disease or illness a serious addiction to drugs, alcohol or a volatile substances; or are homeless) A letter/report from the psychiatrist, social worker or drug counsellor must be supplied.
- Exceptional Circumstances
My conduct for which the infringement notice was served should be excused (Under S24(5) Infringements Act 2006 and that Council may consider having regard to any exceptional circumstances relating to the infringement offence, These factors should clearly show why you should be excused where other citizens pay their infringements
- Person unaware
That the person was unaware of the notice having been served and that service of the infringement notice was not by personal service.

If you have someone acting on your behalf - please complete

I consent to the person named below to act on my behalf and to be supplied with private information in relation to this matter.

Name: _____
Address: _____
Signature: _____
Signature of person acting on your behalf: _____

