

CITY OF WODONGA Application for review of an infringement notice

In person: 104 Hovell St, Wodonga, VIC 3690

Phone: (02) 6022 9300

Post: PO Box 923, Wodonga, VIC 3689 Fax: (02) 6022 9322 Email: info@wodonga.vic.gov.au



Please complete all sections below to have your infringement reviewed.

Only one review may be submitted per infringement notice.

APPLICANT DETAILS

Who is applying (confirm who is making the application):

<input type="checkbox"/> Person named on the infringement notice	<input type="checkbox"/> Other person with consent You must also complete the 'Consent for Internal Review' on the following page	<input type="checkbox"/> Authorised company representative
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Surname:First name:

Address:	Address:			
	Suburb:	State:	Post code:	<input type="text"/>

Phone number:Email**INFRINGEMENT DETAILS**Infringement notice numberVehicle registration number (if parking infringement)Animal registration number (if animal infringement)**GROUND FOR APPLICATION**

Descriptions are located on the following page.

<input type="checkbox"/> Exceptional circumstances	<input type="checkbox"/> Contrary to law	<input type="checkbox"/> Special circumstances	<input type="checkbox"/> Mistaken identity
<input type="checkbox"/> Person unaware of fine	<input type="checkbox"/> Penalty reminder notice/fee waiver request	I have attached an explanation of my circumstances and ground(s) in support of my application* <input type="checkbox"/>	

* You must attach a written explanation (of not greater than one page in length) supporting your grounds for requesting the review. You must attach documentation to support your claim. A review will not be conducted without the supporting documentation. For example, letter from a mechanic for vehicle broken down, a medical certificate or other medical evidence from a GP or medical professional confirming the medical emergency, etc. Please refer to the following page for further information.

DECLARATION DETAILS

I understand that this is the only Internal Review for this Infringement that I am able to submit pursuant to s.22 (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 of applicant:Date:

DESCRIPTION OF RELEVANT GROUNDS FOR INTERNAL REVIEW APPEAL

1 Exceptional circumstances

Please provide details of the exceptional circumstances (where you have committed the offence due to unforeseen or unpreventable circumstances, for example, medical emergencies).

2 Contrary to law

Please provide the reasons why you consider the decision to issue you with an infringement was unlawful (for example, the infringement was not valid).

3 Special circumstances

Special circumstances includes:

- A mental or intellectual disability, disorder, disease or illness;
- A serious addiction to drugs, alcohol or volatile substance;
- Homelessness; or,
- Family violence within the meaning of the Family Violence Protection Act 2008.

You must provide evidence (for example, letter, report, statement) from one of the following parties to support you application.

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

Evidence (for example, letter, statement or a report) from practitioner or case work 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 your condition/circumstances resulted in your inability to understand or control the conduct constituting the offence.

The practitioner or agency report must show that because of your condition/situation you could not understand or control constituting the offence.

4 Mistaken identity

Please provide an explanation of why you rely on the ground of mistake of identity (including evidence for example, copy of your driver's licence, in support).

5 Person unaware of 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 that 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.

Applicants please note:

If you do not provide sufficient information, the enforcement agency may request further information. If you do not provide this further information within 28 days of the date of request, the enforcement agency may determine the application without further information.

CONSENT FOR INTERNAL REVIEW

To be completed if another person is acting on your behalf.

I (person named in the infringement)

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 of person named on the infringement

Signature of other person with consent

Date:

Date: