Application for Internal Review of an Infringement



Please complete all sections below to have your infringement reviewed.

ONLY ONE Internal Review may be submitted per Infringement Notice, unless related to the same set of circumstances

	Applicant Detail	,		-	-			k the re			· · ·		
Section 1 /		on named o				with cor					nany		
You are:	infringem		11 1116	(must a	Iso complet	e the 'Consection' on page	ent for	☐ Authorised Company Representative					
Surname / Comp	any Name												
First Name / Con	npany ACN												
Address of Perso	on / Company												
							State			Post Code			
Email					I		L						
Section 2	Infringement De	etails		l i									
☐ Animal			onment	tal Health	□ Fir	е			□ Litt	er			
☐ Local Lav	vs	□ Parki	ng		□ Pla	nning			□ Roa	ad Mana	agemer	nt .	
Infringemen	t Number/s												
Section 3	Grounds for Ap	polication (se	e desci	riptions on I	page 2)	Please	(√) tic	k the re	levant	box			
□ Exceptional Circumstances (see description 1)			☐ Contrary to Law (see description 2)				· ` ´ ′ (☐ Special Circumstances (see description 3)					
☐ Mistaken Identity			☐ Person Unaware of Fine					☐ Penalty Reminder Notice/Fee					
(see description 4)			(see description 5)					Waiver Request (see description 6)					
The reason I claim that the above ground applies to my application is: (please write down the full facts in support of your application and attach any supporting evidence and a separate sheet if you need more space)													
(please write d	own the full facts in	support of you	ir applicat	tion and attacr	any supp	orting evid	ience an	id a separ	ate snee	et if you ne	ed more	space)	
Section 4 D	Declaration Detail	S											
I understand the 2006. I declare	nat this is the only In that the information	nternal Review n I have suppli	ed in this	form, and any	attachme	nts to this	form, are	e true and	correct			Act	
Signature	nderstand that by n	naking a faise (n misieac	ung statement	ın suppor	LOFTINS CIS	Date		ecutea.				
_	nt: This application for	m has been crea	ted within t	the guidelines of	the Infringe	ements Act 2			formation	requested	on this for	m is	
being collected b	y Council for the purp purpose unless require	ose of considerin	g a reques	st for an internal	review of a	n infringeme	nt. The p	ersonal info	rmation v	vill be used	solely by	Council	

applicant understands that the personal information provided is for the reason outlined above.

Descriptions of Relevant Grounds for Internal Review

Exceptional Circumstances 1.

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

Contrary to Law

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

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 (e.g. 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 (e.g. 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:
 - whether you were suffering from the relevant condition or circumstances at the time the offence was committed,
 - whether, in the opinion of the practitioner/case worker, it is more likely than not that your h) 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.

Mistaken Identity 4.

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

Person Unaware of Fine 5.

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.

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 completed if another person is acting	g on your behalf	
I, (person named on the infringement	ent)		, of
			, give my consent to
(name of person making the applic	to apply		
or an internal review on my behalf	in relation to Infringement Number/s		·
Signed: (By person named on infringement Signed:)	Date:	
		Date:	
Moll	Emaile	In Darson.	

Post the completed and signed application together with copy of any evidence to South Gippsland Shire Council Private Bag 4, Leongatha Vic 3953

Email a scanned copy of the completed, signed application together with any supporting evidence to council@southgippsland.vic.gov.au

Drop the completed, signed application together with any supporting evidence to South Gippsland Shire Council 9 Smith Street, Leongatha Vic 3953 8.30am to 5.00pm Monday to Friday