



South Gippsland
Shire Council

Signed Written Report

Under the *Environment Protection Act 2017*, you are able to report someone committing an offence by notifying an authorised Council Officer. The most likely outcome will be for the South Gippsland Shire Council to issue the registered vehicle owner with an infringement notice. If the fine is not paid, or if the matter is contested, you may be required to give evidence in court.

1. Incident Information

When did the incident take place?

Date: _____

Time: _____ am / pm

Incident address: _____

Nearest intersection: _____

Direction of travel: _____

Did you see the person: NO *(go to section 2, Vehicle details)*

 YES *(provide a physical description below)*

Physical description includes height, build, hair and eye colour, sex, clothes, distinguishing features:

2. Vehicle details (if applicable)

Who committed the offence?
(circle appropriate option)

Driver

Front passenger

Rear passenger

Unknown



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Vehicle body type: Sedan Ute 4WD / SUV
(circle appropriate option)
 Hatchback Station wagon Van
 Truck / Trailer

Vehicle make: _____ Vehicle model: _____

Registration: _____ Colour: _____

Other information: _____

3. Incident description

Please ensure the description of the incident is as detailed as possible.

Include a description of the litter and the offender, where possible.



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4. Personal details

Your personal details will remain strictly confidential. Under the *Privacy and Data Protection Act 2014*, your personal details will not be used for any other purposes without your consent.

Name: _____

Address: _____

_____ Postcode: _____

Contact number: _____

Email address: _____

Name of witness: _____

(if applicable)

Please note that it is an offence to supply false or misleading information to the South Gippsland Shire Council under s132(c) of the *Environment Protection Act 2017* and penalties may apply.

I am willing to appear in Court YES NO

I declare the above information to be true and correct.

Signature: _____

Date: _____

Office use only:

Infringement issued: YES NO Infringement no: _____