



APPLICATION FOR INTERNAL REVIEW FOR INFRINGEMENTS ONLY

Please complete all sections below to have your Infringement reviewed. All responses will be emailed to you from our Local Laws administration team. If you do not have an email, please leave blank, and we will post to the address provided.

Note: 1) Only one Internal Review may be submitted per Infringement Notice.

Section One - Applicant's Details (The person making the application. Please tick one)

You are Person named on the infringement **OR** Other person with consent (Must all sections) **OR** Authorised Company Representative

Name of Applicant Given Name

Surname

Of (if applicable) Company Name and ACN/ABN

Address of Applicant Street Number and Name (where response will be posted to unless you provide an email address below)

Suburb State Postcode

Email Address

Section Two - Infringement Details (Please complete a separate form for each infringement to be reviewed)

Infringement Number

Infringement Type (please tick one):

Parking Infringement Animal Control Infringement Local Law Infringement
 Litter Infringement Country Fire Authority Infringement Other Infringement Notice

Section Three - Grounds for Application (Please tick the relevant box (see descriptions on page 2))

Exceptional circumstances (Description 1) Contrary to Law (Description 2)
 Special Circumstances (Description 3) Mistaken Identity (Description 4)

Explain circumstances/grounds for your application here (please attach a separate sheet if you require more space):

MITCHELL SHIRE COUNCIL.

Local Laws Form



I understand that this is the only Internal Review for this Infringement that I am able to submit pursuant to s.22 (2) (e) of the Infringements Act 2006.

Signature of Applicant _____ Date _____

Send this application together with any supporting evidence via mail or email to:
Mitchell Shire Council, 113 High Street, BROADFORD, VIC 3658 or mitchell@mitchellshire.vic.gov.au

Section Four - Description of relevant grounds for internal review appeal

1) Exceptional Circumstances - Please provide details of the exceptional circumstances surrounding your case and provide reasons why your circumstances or situation are such that the infringement should be Withdrawn or an Official Warning issued.

2) Contrary to Law - Please provide the reasons why you consider the decision to issue you with an infringement unlawful.

3) Special Circumstances -

- a. A mental or intellectual disability, disorder, disease or illness
- b. A serious addiction to drugs, alcohol or a volatile substance
- c. Homelessness

You must provide evidence from one of the following parties that you suffer from one or more of these conditions and attach to this application:

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

You must also prove that the condition prevented you from realising that the conduct was an offence or from controlling that conduct.

4) Mistaken Identity - Please provide the reason/s why you believe there has been a case of mistaken identity and identify the name and address of the person involved and the relationship of that person to you.

If you wish to nominate another driver or owner of a vehicle for a parking offence, you must complete a nomination statement. A nomination statement can be obtained by attending a council office or by visiting www.mitchellshire.vic.gov.au

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 the further information.

Section Five - Consent for internal review (To be completed if another person is acting on your behalf)

I (person named on 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 in relation to Infringement Number _____

Signed _____ **Date** _____
(Person named on the infringement)

Signed _____ **Date** _____
(Other person with consent)