

Application for Internal Review

1. Please complete all sections below to have your infringement reviewed. Please print clearly using BLOCK letters, then sign.
2. Only one Internal Review may be submitted per infringement offence.
3. Internal reviews are only available for outstanding infringements that have not been referred to Fines Victoria by the VEC

Applicant details

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

- Person named on the infringement notice** | **Other person with consent** (You must also complete the 'Consent for Internal Review' on reverse side of this page) | **Authorised company representative**

Your personal details

Full name

Corporation name and ACN (if applicable)

Current address of person or Corporation

State Postcode

Postal address (if the same as your current address write 'As Above')

State Postcode

Email Contact number

Infringement notice number Election that the infringement relates to

Grounds for application

You can find descriptions of these located on the reverse side of this page.

- Exceptional Circumstances** See description 1 | **Contrary to Law** See description 2 | **Special Circumstances** See description 3
 Mistaken Identity See description 4 | **Person Unaware** See description 5

I have attached an explanation of my circumstances and ground(s) in support of my application

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)(e) 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 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). For more information, visit vec.vic.gov.au

2 Contrary to Law
Please provide the reasons why you consider the decision to issue you with an Infringement was unlawful.

3 Special Circumstances
Special Circumstances include:

- a mental or intellectual disability, disorder, disease or illness
- a serious addiction to drugs, alcohol or volatile substance
- homelessness
- family violence within the meaning of the *Family Violence Protection Act 2008*

You must provide evidence (for example, a letter, report or statement) from one of the following to support your application:

- a case worker, case manager or social worker
- a general practitioner, psychiatrist or psychologist
- an accredited drug treatment agency.

Evidence from a practitioner or case worker should include the following information:

- the practitioner/case worker's qualifications and relationship with you, including how long they have known you.
- 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/circumstances you could not understand or control your conduct constituting the offence. For more information, visit vec.vic.gov.au

4 Mistaken Identity
Please provide an explanation of why you think this is a mistaken identity (including evidence such as a copy of your driver licence or other ID in support). For more information, visit vec.vic.gov.au

5 Person Unaware
An application made on the ground of 'person unaware' must be made within 14 days of you becoming aware of the infringement notice. You can make a statutory declaration to use as evidence of the date you became aware of the infringement notice. For more information, visit vec.vic.gov.au

Please note:

If you do not provide sufficient information, the VEC may request further information. If you do not provide this further information within 21 days of the date of request, the VEC 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)

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

Returning your completed and signed application

 **Email** Scan both sides to cv@vec.vic.gov.au

 **Mail** Victorian Electoral Commission
Reply Paid 76032, Melbourne VIC 8060

 **In person** Victorian Electoral Commission,
Level 11, 530 Collins Street, Melbourne

 **Enquiries** 1300 551 575

Privacy statement

The Victorian Electoral Commission (VEC) is committed to protecting your privacy. The personal information you provide on this application is being collected by the VEC for the primary purpose of assessing your eligibility for an internal review. Your personal information will not be disclosed to any external party without your consent, unless required or authorised by law.

Do you require legal assistance?

Contact one of the following organisations:

- Victoria Legal Aid | www.legalaid.vic.gov.au
- Victorian Community legal centres | www.fclc.org.au
- Victorian Aboriginal Legal Service | www.vals.org.au