

Application to review a parking fine (infringement notice)



City of HOBART

When to use this form

Use this form when you believe you have a valid reason for a parking fine to be withdrawn. Information on circumstances that will and won't be considered is available on our [website https://www.hobartcity.com.au/City-services/Parking/Parking-fines/Requesting-a-review-of-your-parking-fine](https://www.hobartcity.com.au/City-services/Parking/Parking-fines/Requesting-a-review-of-your-parking-fine). Please make sure you read this information before completing this form.

You can also view photographic evidence of your parking infringement on our [website https://www.hobartcity.com.au/City-services/Parking/Parking-fines](https://www.hobartcity.com.au/City-services/Parking/Parking-fines). This may assist you in making the decision to request a review.

It is very important that you fill in all the parts of this form and include all the supporting information requested. The *Monetary Penalties Enforcement Act 2005* allows you to apply only once for a review.

If you are completing this form on paper please print clearly.

Personal details

First name Required

Last name Required

Date of birth Required

D	D	M	M	Y	Y	Y	Y
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Email address Required

Telephone number Required

Postal address Required

Preferred contact method (Select 1 option) Required

- email
- Australia Post

Were you responsible for vehicle at the time you received the parking fine? (Select 1 option) Required

- yes
- no*

If you answered no to the above you are not able to submit this request. In this instance you will need to provide a statutory declaration detailing the name, address and date of birth of the driver so that the parking fine may be transferred into their name.

Details of the vehicle and infringement notice

Vehicle registration number Required

Infringement notice number Required

Infringement notice date Required

D	D	M	M	Y	Y	Y	Y
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Details of request

Please give a full explanation of why you believe your parking fine should be withdrawn. Required

Please select which of these you may be including: (Select 1 or more options) Required

- photographs
- medical documentation
- towing/Mechanical invoice
- current permit
- other
- none of the above



Please attach all files to the end of this form before submitting it.

If you need to send more than three files please email them to coh@hobartcity.com.au and refer to the form receipt number which is shown when you submit this form.

External review process (Magistrates Court)

If the review finds that the parking fine is to stand and you still disagree, you can seek an external review through the Magistrates Court. The legal term for this is that you are electing to have the matter determined by a Magistrate. This is a requirement of the *Monetary Penalties Enforcement Act 2005*. To begin the process, you need to complete a [Notice to elect a court hearing form https://au.openforms.com/Form/112371AB-14DE-48E7-A33A-060881DD9B52](https://au.openforms.com/Form/112371AB-14DE-48E7-A33A-060881DD9B52) and return it to the City of Hobart. You will then be served with a summons to appear in the Magistrates Court. Please note that this may lead to additional costs for you.

Declaration (Select 1 option) Required

I agree that by typing my name below I have signed this form.

Name of signatory Required

Date Required

D	D	M	M	Y	Y	Y	Y
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For information on how Council manages, handles and protects personal information it collects please refer to the [Privacy Statement and Policy](https://www.hobartcity.com.au/Council/Legislation-and-by-laws/Privacy-statement) <https://www.hobartcity.com.au/Council/Legislation-and-by-laws/Privacy-statement>.

End of form

Don't forget to attach all files before submitting this form