

Please use **BLOCK LETTERS** and complete details in full

IMPORTANT INFORMATION

Online lodgement of this application is available on MyCouncil website mycouncil.sunshinecoast.qld.gov.au. This will fast track the process. You can submit a request for withdrawal via MyCouncil:

- Register or login as an online user for MyCouncil
- Scroll to Applications dashboard, select *Submit New Application* and locate *Issued infringement notice options*
- Select *Request for withdrawal (appeal/review of decision)*
- Complete the application submission details and attach evidence where required

Sunshine Coast Council may consider the withdrawal of an infringement notice for vehicle related offences if you can demonstrate any of the following occurred at the time of the offence:

- Your vehicle broke down and you were unable to move it to a legal position
- You were involved in a medical emergency
- You were issued the Infringement notice in error
- Regulatory signage was removed or damaged
- You were issued an Infringement notice as the registered owner of the vehicle that, at the time of the offence, the vehicle had been sold or stolen, or was under the (permitted) control of another person (Statutory Declaration required)

Infringements will not be withdrawn for the following reasons:

- Financial hardship
- Disagreeing with the law. You may feel the offence for which the infringement notice has been issued is too trivial or did not cause hazard
- Being unaware of the law or not seeing the sign
- Running out of petrol
- Not having adequate coins for the meter
- Stopped briefly in restricted zone

1. Applicant details

Surname			
Given names			Date of birth:
Postal address			
Suburb		State	Postcode
Business phone		A/H phone	Mobile
Email address			
Preferred method of contact for correspondence		<input type="checkbox"/> Email	<input type="checkbox"/> Post

2. Penalty Infringement Notice (PIN) Details

<input type="checkbox"/> Parking	<input type="checkbox"/> Animal	<input type="checkbox"/> Other
Infringement number		Infringement date
Vehicle/Animal registration details		
Offence as stated on notice		
Have you previously lodged a request for withdrawal of this infringement with council?		<input type="checkbox"/> Yes <input type="checkbox"/> No

Privacy

Council will use any personal information provided for the intended purpose only and for remaining in contact with you. Council is authorised to collect this information in accordance with the *Local Government Act 2009* and other Local Government Acts. Your personal information is only accessed by persons authorised to do so. Council may provide information about you to any relevant Queensland State Department. Your personal information is dealt with in accordance with council's privacy policy.

www.sunshinecoast.qld.gov.au | mail@sunshinecoast.qld.gov.au | T 07 5475 7272

Postal address Locked Bag 72 Sunshine Coast Mail Centre Qld 4560 | ABN 37 876 973 913

Caloundra office 1 Omrah Avenue Caloundra Qld 4551

Maroochydore office 10 First Avenue Maroochydore Qld 4558

Nambour office Corner Currie and Bury Streets Nambour Qld 4560

3. Grounds for request

Details are to be provided outlining circumstances of why committing the offence was unavoidable. Copies of supporting documentation are required.

4. Elements of the offence not met

If it is believed the facts concerning the alleged offence are incorrect, or the details have been incorrectly recorded on the infringement notice, then the basis for making this claim is to be provided and explained. All relevant or supporting evidence is to be attached.

5. Incorrect name (vehicle related offences only)

A Statutory Declaration is to be provided with the name and address of the person responsible for the vehicle at the time the notice was issued. In the event of a stolen vehicle, a police report is required

Vehicle under control of another person

Vehicle stolen

6. Declaration of applicant

I hereby declare that the information provided by me on this form is true and correct in every respect and I hereby request the withdrawal of the above penalty infringement notice.

I understand that Sunshine Coast Council use all provided contact details including email, phone calls and SMS for sending annual notices, reminders and verifying data. To opt out of all SMS and email contacts I must contact Sunshine Coast Council and specifically nominate to be excluded from emails or SMS.

Signature

Date