INFRINGEMENT APPEAL FORM

The City of Bunbury will only consider Appeals against parking infringements in certain circumstances, for example you had a medical emergency, your vehicle had broken down or was stolen, or you were detained by the Police.

Please complete your personal details:

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(Full name of alleged offender)

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(Postal Address)

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(Phone Number) (Infringement Number) (Date) (Vehicle Reg. No)

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(Signature) (Date of Birth)

If one of the following situation applies to your infringement and you wish to appeal the matter please tick the appropriate box below:

□ Medical emergency – (documentation is required from your medical practitioner or hospital to support this claim).

□ Mechanical break down – (please supply a statutory declaration and proof of repairs for example a receipt for parts, an invoice from a mechanic, RAC callout documentation or a towing receipt).

□ Stolen vehicle – (Police report number must be supplied).

□ You were detained by the Police – (documentation from the Police is required).

□ Other relevant reason (please refer to the list of circumstances (attached at Schedule A) that do not meet the requirements for withdrawing infringements before selecting this point)

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Please forward this form along with supporting documentation to:

Community Law, Safety & Emergency Management
City of Bunbury
PO Box 21
Fax: 9792 7184 Ph: 9792 7106
Email: records@bunbury.wa.gov.au
**SCHEDULE A**

**Circumstances that do not meet the requirements for withdrawal of infringements:**

1. You lost track of time;

2. Your appointment went over time, (you must ensure you have parked in a place that provides enough time for you to address your business);

3. You were held up in Court (Court appearances generally take longer than an hour so parking in a short term bay is not appropriate);

4. You did not see the sign (as the driver you must look for parking signs to ascertain that parking is permitted in the area you wish to park your vehicle);

5. You did not understand the parking sign – parking signs within the City are based on Australian Standards. If you do not understand a sign relevant to a particular area then you should not park there;

6. You did not know that parking restrictions applied;

7. You left your permit in another vehicle (if you do not have your permit you will need to find somewhere else to park);

8. You thought you were allowed to park there (only authorised vehicles can park in Loading Zones, Taxi stands, Disabled bays, Bus bays) if you are unsure if your vehicles qualifies for any of these then you should not park there;

9. You went to get change for the machine (you should have change on you before you park);

10. The ticket/permit had fallen out of sight or flipped upside down (you must ensure it is displayed correctly prior to leaving your vehicle);

11. You had to use the toilet;

12. You were only parked for a few minutes (if a fee is required then you must pay the fee as soon as you have parked);

13. You were helping someone and thought it was OK to disregard the parking rules – despite the good deed you need to ensure your vehicle is correctly parked;

14. You could not find a parking bay so you left your vehicle in a place you thought would be OK – you can only park in a designated parking area.

15. Obtained a second ticket (even though purchased) on the day in the same carpark.