

Application for Infringement Instalment Agreement

State Penalties Enforcement Act 1999
Section 23



Enquiries: 07 4913 5000 / 1300 790 919
Email: enquiries@livingstone.qld.gov.au
Address: PO Box 2292 YEPPOON QLD 4703

PRIVACY NOTICE

Livingstone Shire Council is collecting the personal information you supply on this form for the purpose of processing your application. The Council is authorised to do this under the *State Penalties Enforcement Act 1999*. Some of this information may be given to State Government authorities or Council's agents for collection of unpaid infringements. Your personal details will not be disclosed to any other person or agency external to Council without your consent unless required or authorised by law.

This form is to be used when applying for an Infringement Instalment Agreement. The details provided are used by Council to decide the application. The application must be submitted with the relevant fee and supporting documentation.

This agreement may only be entered into by the person to whom the Infringement was issued.

Applicant Details

Applicant Surname		Applicant First and Middle Names	
<input type="text"/>		<input type="text"/>	
Postal Address (<i>Do not use PO BOX</i>)		Suburb	Postcode
<input type="text"/>		<input type="text"/>	<input type="text"/>
Contact Number(s)	Email Address	Date of Birth	
<input type="text"/>	<input type="text"/>	<input type="text"/>	

Infringement Instalment Terms and Conditions

Applications may only be lodged in person at one of Council's Customer Service Centres shown on the reverse of this form. This application is solely for the infringements listed below. Use a second form if this space is not sufficient.

The instalment agreement is only for individual infringements valued at \$200 or more. An initial payment of \$60.00 per infringement is required after which the minimum payments are required to be made to the relevant State Penalties Authority.

I understand this instalment agreement will be lodged with the State Penalties Authority by Livingstone Shire Council on my behalf. I will then receive the relevant paperwork directly from the State Penalties Enforcement Registry.

The date of receipt shall be considered to be the date of the cash register imprint on the receipt (or the post date for mailed payments).

I agree to make payments to the State Penalties Authority relevant to the infringement specified above and in accordance with the State Penalties Enforcement Act 1999 and State Penalties Enforcement Regulations 2000.

List below all Infringements to be covered by this Agreement

Infringement Type (e.g. Animal/Local Law)	Infringement Number	First Payment Amount \$60.00 per infringement
<input type="text"/>	<input type="text"/>	\$60.00
<input type="text"/>	<input type="text"/>	
<input type="text"/>	<input type="text"/>	

Customer Identification¹ Mandatory Requirement (Customer Support Officer to complete)

Type	Number	Expiry Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

Important Information

¹ Forms of identification that are acceptable to enter into an arrangement plan are set out by the State Penalty Authority as follows:

- Birth Registration
- Criminal Index
- Interstate Licence
- Overseas Licence
- Passport
- QLD Driver Licence
- QPS Participant
- Queensland Electoral document
- QWIC Participant
- 18+ Card

You will be required to show the original document to the Customer Support Officer when lodging your application form with payment.

I the undersigned understand and agree to abide by the terms and conditions of this agreement and declared the information contained within to be true and correct.

Signature of Applicant

Date

Name of Applicant (Individual, Partnership, Company)

Signature of Council Officer

Date

Name of Council Officer

OFFICE USE ONLY

Receipt No.		Amount Paid \$		Date:	
Information Checked:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	CSO:		
Identification Sighted and noted on page <small>(Refer Claus 1, section 1)</small>	<input type="checkbox"/> Yes		<input type="checkbox"/> No		

Payment Options

IN PERSON	You can pay at Council's Customer Service Centre, Yeppoon (Town Hall), 25 Normanby Street or Emu Park (Library), 7-9 Hill Street.
TELEPHONE	Call 1300 790 919 or 07 4913 5000 between 8am and 5pm Monday to Friday to pay with MasterCard or Visa. This form must be received before Credit Card Payments can be taken.
Note: Livingstone Shire Council complies with the Payment Card Industry Data Security Standard. Compliance helps to alleviate sensitive data being compromised and protects cardholder data. Credit Card Numbers are NOT to be recorded on this form – Customer Service staff will contact you regarding payment once this form is received.	
MAIL	Make your cheques payable to 'Livingstone Shire Council' and return with the completed form to PO Box 2292, Yeppoon Queensland 4703.