

Parking Infringement Appeal Form



Infringement Number: _____ Date of notice: _____

Full name of alleged offender: _____

Address: _____

Suburb: _____ Postcode: _____

Email: _____

Phone (home/mobile): _____ Phone (work): _____

Vehicle registration number: _____

Infringements may be withdrawn in the following circumstances (supporting documentation must be provided). Please tick the circumstance that existed at the time the parking infringement was issued and provide further details in the section below.

- Mechanical breakdown - supported in writing by an independent motoring organisation or mechanical repair business.
- Medical reasons causing the driver to park the car in an emergency at the time of the offence (medical certificate/documentation to be provided).
- A person parked in a disabled parking bay who is an eligible ACROD holder, or the vehicle was carrying a passenger who is the holder of an ACROD sticker (ACROD permit to be produced).
- Special circumstances - please provide information in writing and supporting evidence. Conditions provided overleaf.

NOTE: FAILURE TO PAY OR APPEAL YOUR INFRINGEMENT WITHIN 28 DAYS OF ISSUE MAY RESULT IN ADDITIONAL PENALTY COSTS

Signature of alleged offender: _____ Date: _____

Please forward this completed form, together with supporting documentation to:
Chief Executive Officer, City of Bayswater, PO Box 467 MORLEY WA 6943 or by email to mail@bayswater.wa.gov.au

If you have any queries regarding infringements issued by the City of Bayswater please visit the City's website - www.bayswater.wa.gov.au and refer to our Infringement Fact Sheet or phone Ranger and Security on (08) 9272 0972 during office hours.

Office use only

Date received:		Officer:	
Appeal form completed:	YES	NO	Date returned for completion:
Officer processing appeal:		Infringement placed on hold:	YES NO
Deadline for appeal review (30 days):		Referred to:	
Outcome:		Appellant advised:	YES NO

Special circumstances

Other than those listed overleaf;

- The alleged offender was not the driver at the time the infringement was issued and details of the driver have been supplied.
- The vehicle involved was stolen prior to the alleged offence and the owner of the vehicle was not in charge of the vehicle. In this situation the relevant Police Offence Report Number is to be provided.
- The alleged offender has elected in writing to exercise his/her right to have the matter determined by a Court.
- The infringement was unlawful. Where an infringement notice was issued based on prima facie evidence and the appellant provides additional evidence that demonstrates there was no alleged offence the infringement may be withdrawn.
- Where a resident or visitor to the City fails to display a current ACROD permit, and provides it at the time of appeal, the matter will be reconsidered.
- Extenuating circumstances. Such circumstances may include, but not limited to instances where a driver provides evidence of an extenuating circumstance, which would have identified his/her emotional state as a factor for not adhering to parking conditions (financial hardship MAY be a consideration under these grounds).

Non-appealable grounds

The circumstances where a request for appeal will not be considered include:

- The driver did not realise the time.
- The driver's appointment ran over time.
- The vehicle ran out of petrol.
- The driver had not applied for the relevant parking permit.
- The restaurant/cafe service was slow.
- The permit had fallen out of sight.
- The driver did not see the sign.
- The sign was confusing/the driver did not understand the sign/law.
- The driver did not know that parking restrictions applied.
- The driver had only parked the vehicle there for a few minutes.
- The driver was not familiar with the City's parking requirements.
- The driver advised there was nowhere else to park.
- The driver does not have an ACROD Parking permit but was injured or had a medical condition at the time of the offence.
- The vehicle was parked a little bit over the footpath and people could still get past.
- The vehicle was parked only partially in the prohibited area.
- I have been a resident for many years, always paid my rates on time and have never committed any other offences.
- The driver advises that other people park there all the time.



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City of Bayswater

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