HOW TO COMPLETE THIS FORM

1. Complete the form relevant to your situation. Do not make payment if submitting this form.
2. Send to: La Trobe University G.P.O Box 425 Melbourne VIC 3001
3. You will receive a notification in the mail to let you know the outcome of your application.

Infringement Notice Number:
Vehicle registration:
Offence date:
Offence time:

NOMINATION STATEMENT

A **I, the responsible person/the authorised corporate officer, was not the person/the corporation in possession or control of the vehicle at the time of the alleged offence because (select appropriate option):**

- ☐ Someone else was the driver in possession or control of the vehicle at the time of the alleged offence. → go to **B**
- ☐ I sold this vehicle to someone else or permanently disposed of the vehicle on this date / / → go to **B**
- ☐ I believe the vehicle or number plates displayed on the vehicle were stolen. **Note: You must attach Police Report or Reference Number** → go to **D**
- ☐ I do not know and cannot identify the person in possession of the vehicle at the time of the alleged offence. **Note: This statement cannot be selected where the alleged offence involves a taxi-cab.** → go to **C**
- ☐ I was incorrectly nominated as the responsible person in relation to the vehicle and I reject the nomination. → go to **C**

B **List the details of the person or corporation who was in possession or control of the vehicle at the time of the alleged offence.**

Surname / Corporation name

First name / Corporation ACN

Address of person / Corporation

State Postcode

Driver licence / Permit Number | State / Country of issue | Date of birth D D / M M / Y Y Y Y | Taxi DC Number (if applicable)

go to **D**

C **Tell us what reasonable and diligent enquiries you have made to try to identify the person in possession or control of the vehicle at the time of the alleged offence, or why you are rejecting the nomination.**

Note: Failure to keep a record of who was in possession or control of the vehicle involved in the alleged offence is not an adequate reason unless you can prove exceptional circumstances. If the alleged offence involves a taxi-cab, you cannot nominate another person if you are recorded as the driver in the operator's records, and you cannot claim you are not aware of, or cannot identify the driver.
If you need additional writing space, please attach a signed extra page.

go to **D**

D **Confirm the name and address of the person/company named on the infringement notice.**

It is an offence under the Road Safety Act 1986 (which may carry a fine in excess of $9,000 and potential licence loss for an individual, or a fine in excess of $18,000 for a body corporate) to knowingly provide false or misleading information in a nomination statement.
I understand that I may be served with a summons to give evidence in relation to this nomination.

Name/Company:

Address:

Your full name/company officer name

Your signature

Date D D / M M / Y Y Y Y

Enter your name and address. If this address is different to what is currently at VicRoads or your relevant licensing authority please notify them.

OR

REQUEST A COURT HEARING

I decline to have this matter dealt with under these enforcement provisions and want to have the matter heard and determined by a Court. I understand I may receive a summons for this alleged offence.

Surname

Your driver licence

First name

Date of birth D D / M M / Y Y Y Y

Address

State Postcode

Email

Mobile number

Your signature

Date D D / M M / Y Y Y Y