

OPTIONS FOR FINALISING INFRINGEMENT NOTICES

State Penalties Enforcement Act 1999

www.logan.qld.gov.au

If you have been issued with an infringement notice, you must, within 28 days from the date the notice was issued, take one of the below options. If you do not take any of the below options, the infringement notice will be referred to the State Penalties Enforcement Registry and further costs may be incurred.

Option 1 - Pay the infringement notice in full

If your payment is received in full within 28 days from the date the notice was issued, the infringement is finalised and no further action will be taken against you.

Payment can be by one of the following methods:

Pay in person: Payment by cash, credit card, cheque or money order may be made at the following Customer Service Centres (except on public holidays):

Logan City Council Administration Centre
150 Wembley Rd, Logan Central.
Open Monday to Friday, 8 am - 5 pm

Beenleigh Customer Service Centre
58-60 Manila St, Beenleigh
Open Monday to Friday, 8 am - 4.45 pm

Jimboomba Customer Service Centre
18-22 Honora St, Jimboomba
Open Monday to Friday, 8 am - 4.45 pm

Please bring the infringement notice with you when making payment.

Pay by mail: Cheque or money order must be made payable to:

Logan City Council
PO Box 3226, Logan City DC Qld 4114

Please forward the infringement notice together with your payment.

Pay by phone: Payment by credit card may be made over the phone by contacting Council's Customer Service Centre on 07 3412 5318 Monday to Friday 8 am to 4.45 pm (except on public holidays).

You will need to quote the infringement notice number.

Pay online: Go to www.logan.qld.gov.au, click on "Payments & Online Services" then click "Online Payments" and follow the prompts. Credit card required.

Option 2 - Voluntary Installment Plan

Where the infringement notice penalty is \$200 or more, you may, within 28 days from the date the notice was issued, request to make payments by installments. Your written request must be accompanied by an initial payment of \$60.

Council will then refer the matter to the State Penalties Enforcement Registry who will contact you about a payment plan for the remainder of the fine.

Option 3 - Submit a statutory declaration (for vehicle related offences)

If you have been served with an infringement notice as the owner of an offending vehicle, you are considered to be liable for the offence.

However, your liability may be removed if you provide Council with a statutory declaration within 28 days from the date the infringement notice was issued, stating that at the time of the offence the vehicle was not being driven or used by the owner and that it was:

- in the charge of another person known to the owner of the vehicle (if so please nominate the person by providing the name and address of person)
- in the charge of another person unknown to the owner of the vehicle

- sold or otherwise disposed of prior to the date of the offence
- being unlawfully used or stolen.

If the actual offender is identified, Council may issue an infringement notice or commence a prosecution against such person.

If the actual offender is not identified, Council may seek payment of the infringement notice or commence a prosecution against the owner of the subject vehicle.

Option 4 - Elect a court hearing

You have the right to elect to have this matter dealt with by a Magistrates Court.

To elect to go to Court, either complete the details on the reverse of the original infringement notice or complete the Election for Court Hearing Notification section on the back of this page and return it Council within 28 days from the date the notice was issued.

Before deciding to have the matter dealt with by the Court, please consider that the Court may, in addition to any penalty imposed, award costs against you if you lose the case. The costs may include court costs, witness expenses and legal expenses incurred by Council.

For more information

Phone **3412 5318**

Visit www.logan.qld.gov.au

Email council@logan.qld.gov.au

APPLICATION TO PAY BY INSTALMENTS
OR
ELECTION FOR COURT HEARING NOTIFICATION

INFRINGEMENT NOTICE NO.
(insert infringement notice number)

Tick the option you wish to choose and complete the details.

Option 2 I elect to have this matter dealt with by a Magistrates Court. I understand that I may receive a summons for this offence.

Option 3 I apply to pay by instalments and my first instalment of \$60 (penalty of \$200 or more) is enclosed.

Full Name (Print):

Address:

Telephone No.

Signature: Date:

Return to: Logan City Council, PO Box 3226, Logan City DC, Qld, 4114, within 28 days after the date of the notice.

OFFICE USE ONLY

File No.

PIN No.