



Hume City Council

Payment plan request form

Applicant details

First name

Last Name

Postal Address

Suburb

Post Code

Email

Mobile No.

Infringement No/s

Total penalty amount:

If you are not the person named on the infringement, you must include written consent from the person named authorising you to act on their behalf (see attached). Your application cannot be processed without this authorisation.

The person named on the infringement will remain liable for the infringement/s should the payment plan not be approved, or if the payment plan defaults.

Payment plan request

Please refer to the payment plan conditions section for more information

Instalment plans

An instalment plan cannot exceed 12 months and repayments will reflect this timeframe. To calculate the minimum repayment amount, divide the total of your outstanding penalty by 52 weekly payments, 26 fortnightly payments, or 12 monthly payments.

Extension of time to pay

You may apply for an extension of time to pay between 2 and 8 weeks. Multiple extensions of time can be offered but will not exceed a total of 16 weeks.

I am requesting the following arrangement:

| | | |
|--|--|----|
| <input type="checkbox"/> Weekly payments | No less than \$5.00 No more than 52 weekly payments | \$ |
|--|--|----|

| | | |
|---|---|----|
| <input type="checkbox"/> Fortnightly payments | No less than \$10.00 No more than 26 fortnightly payment | \$ |
|---|---|----|

| | | |
|---|--|----|
| <input type="checkbox"/> Monthly payments | No less than \$20.00 No more than 12 monthly payments | \$ |
|---|--|----|

| | |
|---|------------------------------|
| <input type="checkbox"/> Extension of time to pay | No more than 8 weeks - Date: |
|---|------------------------------|

| |
|--|
| <input type="checkbox"/> Payment arrangement with Fines Victoria |
|--|

Privacy Statement

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Payment plan conditions

Payment plan defaults

If payment is not received within 14 days of the due date, your plan will default and be cancelled.

A payment plan is only available on two occasions. If your payment plan is cancelled, you may not be entitled to another payment plan.

Financial hardship

If you are unable to meet the above requirements, you may apply for a financial hardship payment plan which will allow you to pay off your infringements over 24 months. Please complete the "Payment Plan Request due to Financial Hardship" form.

Declaration

I understand and acknowledge that:

- I have read and understood the payment plan conditions.
- I understand my payment plan may be cancelled if I don't make payment within 14 days of the due date. I may not be entitled to another payment plan (extension of time to pay, or instalment plan) if my plan is cancelled.

Signed

Date:

How to submit your form:



Email: contactus@hume.vic.gov.au



Hume City Council
PO Box 119
DALLAS VIC 3047



At a Customer Service Centre:
1079 Pascoe Vale Rd Broadmeadows
44 Macedon Street Sunbury
75-95 Central Park Avenue Craigieburn

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Authorisation for another person to act on my behalf in relation to my infringements

Infringement holder details

First name

Last Name

Postal Address

Email / Mobile no.

Infringement No/s

Details of authorised person

First name

Last Name

Company

Postal Address

Email / Mobile no.

Your consent to this authorisation

I authorise the above person to act on my behalf in relation to the infringement/s listed.

I understand I remain responsible for this infringement/s and that this authorisation does not transfer the responsibility of the infringement/s to the person nominated.

This authorisation shall remain in force until this infringement/s is resolved or until I otherwise revoke this authority. I understand that I may revoke this authorisation at any time, and that this must be in writing.

Signed

Date:

Additional Notes

1. Your nominee must be over 18 years of age.
2. You do not need to complete this form if:
 - You have retained a lawyer to act on your behalf, or
 - You have executed a Power of Attorney, which is current and covers making decisions in relation to fines.
3. It is your responsibility to ensure that the person you nominate is aware of what you are allowing them to do limitations you place on this authority.
4. This authority will not apply to:
 - Making a nomination statement under the Road Safety Act 1986.
 - Any election or application to refer a matter to the Magistrates' Court.

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