



A Guide to the Fine Processing and Enforcement System

MORE INFORMATION



www.sdros.nsw.gov.au

For Penalty Notice, Penalty Reminder Notice or Warning Notice enquiries:



1300 138 118
TTY(02) 6354 7255
(Hearing and speech impaired)
8:00 am – 5:30 pm, Mon. to Fri.



(02) 4937 9111



fines@osr.nsw.gov.au



PO Box 786
Strawberry Hills NSW 2012



Payments by post:
PO Box 4444
Parramatta NSW 2124

Payments by phone:
1300 130 112 (Local and interstate)
612 9087 7917 (Overseas)

Overseas clients, call 612 4937 9207.

See your penalty notice for other payment options

MORE INFORMATION

For Enforcement Order, Roads and Traffic Authority Sanction, Property Seizure Order, Garnishee Order or Time to Pay Order enquiries:



1300 655 805
TTY (02) 6354 7255
(Hearing and speech impaired)
8:00 am – 5:30 pm, Mon. to Fri.



(02) 6354 7302



info@sdros.nsw.gov.au



PO Box A2571
Sydney South NSW 1235



Payments by post:
Locked Bag 2128
North Sydney NSW 2059

Payments by phone:
1300 130 112 (Local and interstate)
612 9087 7917 (Overseas)
Overseas clients, call 612 6354 7000.

See your enforcement order for other payment options

Fines Hardship Review Board



(02) 6354 7116



(02) 6354 7112



fineshrb@osr.nsw.gov.au



PO Box A2571
Sydney South NSW 1235



The State Debt Recovery Office (SDRO) issues and processes penalty notices on behalf of NSW agencies such as police, local councils, government departments and other agencies. It also manages a fine enforcement system to collect unpaid fines, including those imposed by courts. Its authority to do this is provided by the *Fines Act 1996*.

Why a fines system is needed

The fines system is designed to influence behaviour by ensuring that individuals take responsibility when they break the law. In addition, money from fines helps to fund hospitals, schools, roads and other services for the benefit of the community of NSW.

Options if you receive a penalty notice

If you receive a penalty notice or a penalty reminder notice in your name, you can:

1. pay the penalty amount in full
2. pay the penalty amount in part over a period of up to two months, provided full payment is made by the due date on the penalty reminder notice
3. nominate the person driving your car at the time of the offence (for parking and camera-detected offences only)
4. elect to have the offence heard in court by completing the court election section of the notice
5. request a review of the circumstances by explaining the situation and attaching documentary evidence to support your case.

If the court election and nomination forms are not with the notice, download them at www.sdرو.nsw.gov.au

If you do not choose one of the options above by the due date on the penalty reminder notice, enforcement will result and additional costs will be imposed.

If you don't pay a fine by the due date

- SDRO will issue an enforcement order giving you 28 days to pay the fine, plus a \$50 enforcement cost
- if you do not pay the enforcement order by the due date, your driver licence may be suspended, your car registration cancelled or customer business restrictions introduced. A further \$40 enforcement cost will also apply. If you still don't pay or don't have a driver licence or a car registered in your name, then:
 - ▶ SDRO will authorise seizure of your goods or property, garnishee your wages or assets, or place a charge on any land fully or partly owned by you. You'll also have to pay another \$50 enforcement cost and any garnishee or Sheriff's costs
 - ▶ if SDRO determines that you don't have enough assets to meet the fine and enforcement cost, you will be issued with a community service order to work off the amount. If you fail to comply with the community service order, you can be imprisoned.

If you are having trouble paying

If you are having problems paying an enforcement order, contact SDRO before the payment due date to find out what options are available.

One option is to apply to pay your enforcement order by instalment. If your application is approved, you will be given a 'Time to Pay' order. You will then need to make regular payments to SDRO until the fine and all enforcement costs are fully paid.

A suspended driver licence or cancelled car registration may be reinstated once you begin making regular payments on a 'Time to Pay' order. Contact SDRO to find out if you are eligible and what conditions apply.

If you cannot pay because you are experiencing genuine hardship, you may be able to apply to SDRO to write off your enforcement order due to serious medical, domestic or financial problems. SDRO will explain what information you need to provide to show the nature and extent of your problem.

If SDRO refuses your application for 'Time to Pay', or refuses to write off an enforcement order, you may apply to the Fines Hardship Review Board.

This is an independent body which is able to review either of these decisions, but it cannot consider liability for a fine.