



# HOW TO COMPLETE THIS FORM

## Step 1

- Complete all questions, sign and date the form

## Step 2

Check that you have provided all supporting documents with your application.

### Supporting documents can include:

- Printout from interstate registration authority of ownership history of vehicle, if registered interstate (Note: you do not need to supply a printout if the vehicle is registered with NSW RTA)
- Copy of notification of sale
- Letter from a Probation & Parole Officer, hospital or doctor, or from employer
- Receipts for travel or business conducted interstate/overseas
- Travel records from the Department of Immigration and Citizenship for the relevant dates

## What happens when my application and all supporting documents are received?

- Your application will be processed and you will be advised in writing of the outcome of your application
- We may contact you by telephone to clarify any information and issues relating to supporting documents or your application

## State Debt Recovery Office contact details

**Phone:** 1300 655 805  
(Mon-Fri, 8:00 am to 5:30 pm)

Hearing or speech  
impaired callers please use  
the telephone typewriter  
**TTY:** (02) 6354 7255

**Postal correspondence only:**  
State Debt Recovery Office  
PO Box A2571  
SYDNEY SOUTH NSW 1235

**Email correspondence:**  
[info@sdro.nsw.gov.au](mailto:info@sdro.nsw.gov.au)

**Mail payments only:**  
State Debt Recovery Office  
Locked Bag 2128  
NORTH SYDNEY NSW 2059

**Website:**  
[www.sdرو.nsw.gov.au](http://www.sdرو.nsw.gov.au)

## PRIVACY

The information in this form is required by the State Debt Recovery Office (SDRO) to determine your application to waive certain enforcement costs. The information may be provided to third parties with your consent or as required or permitted by law. You may correct or update personal information by contacting SDRO.