

# Statutory Declaration – for Companies

Penalty Notice No. 

The person completing this declaration on behalf of the company/organisation named on the penalty notice is responsible for ensuring this declaration is completed and returned by the due date on the penalty notice or letter. **Failure to comply may result in prosecution action against your company/organisation. Do not send payment, as a new penalty notice will be issued to the person you name on this statutory declaration. (Print clearly in CAPITAL letters.)**

I, the person whose signature is at the bottom of this declaration, am authorised to represent the company named on the penalty notice

Surname  Name(s)   
My occupation/position   
Company name   
Address  Phone no.   
Suburb  State  Postcode

and I do solemnly and sincerely declare that (Please tick appropriate box)

- OR  At the time of the offence the **person** responsible was (Details below)  
OR  **Sold vehicle:** At the time of the offence the vehicle owner was (Details below)  
OR  **Leased vehicle:** At the time of the offence, the vehicle was leased to (Details below)

Surname of person/name of company   
Given name(s)/Company ABN/ACN  Date of birth (dd mm yyyy)   
Mailing address   
Suburb  State  Postcode   
Phone no.  Licence no.  State/country of issue

I understand the **name and address** of the **company** I represent may be supplied to the person/company I have nominated as responsible for this offence, if requested.

I make this solemn declaration conscientiously believing the same to be true, and by virtue of the provisions of the **Oaths Act 1900**.

**Declarant** (My name is at the top of this declaration)<sup>1</sup>

**Witness** (Must be an authorised witness)<sup>2</sup>

Declared at (Suburb/place)   
In the state of  on (Date)  /  / 20

Full name of witness   
Witness address   
JP no. or witness type<sup>2</sup>

Declarant's signature

Witness signature

<sup>1</sup> A person who intentionally makes a **false statement** in a statutory declaration is guilty of an offence, the punishment for which may include **imprisonment for a term of up to 7 years**.

<sup>2</sup> **This declaration must be witnessed by a person authorised to witness statutory declarations under the Oaths Act 1900.** Authorised witnesses are a Justice of the Peace, a practicing solicitor, a notary public and a Commissioner of Affidavits.

## PRIVACY

The information in this form is required by the State Debt Recovery Office (SDRO) to determine who is responsible for the fine. 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.

**State Debt Recovery Office**

**Enquiries** 1300 138 118

**TTY** (02) 6354 7255

**Mail** PO Box 786 Strawberry Hills NSW 2012

**Email** fines@osr.nsw.gov.au

**Website** www.sdرو.nsw.gov.au

RETURN THIS DOCUMENT BY POST, DO NOT FAX.