

EXAMPLE ONLY

Phil Sherman
42 Wallaby Way
South Brunswick VIC 3056

Department of Transport
Infringements Administration
GPO BOX 2797
Melbourne VIC 3001

25 July 2014

Dear Sir/Madam

Phillip Alistair Sherman (DOB: 10/7/1996)
Infringement No: 3148912
Request for internal review

I submit this application for internal review of the decision to serve the above infringement notice under s22(1)(c) of the *Infringements Act 2006* having regard to exceptional circumstances relating to the infringement offence.

On the day I received the "failure to provide a valid ticket" fine, I went to the train station and tried to touch on. I realised there wasn't enough money on my Myki so I went back to the Myki machine to top up my Myki. The train arrived and I forgot to touch on again when I went to catch the train. My little sister has been sick and in hospital for the last week and I wasn't thinking clearly. I didn't realise I had forgotten to touch on until later when I tried to touch off and the Public Transport Authorised Officers came and talked to me.

I understand that I have done the wrong thing and accept responsibility for the infringement offence. I use Myki all the time and I usually remember to touch on. I ask you to withdraw the fine because of exceptional circumstances relating to this fine.

I am 18 years old and studying full-time at South Brunswick High School. I am in year 12. I live with my mum and I work at a fish and chip shop. I am only paid \$60 a week but I use this money to top up my Myki each week and to pay for my lunch. I can't take on any more shifts at work because I have my VCE exams coming up and I need the time to study. I just had glandular fever so I am behind with my classes. If I could afford it, I would pay this fine.

This is the first fine I have received and I respectfully request that my fine be reviewed and an official warning issued in its place.

Please notify me if you intend to refuse this application and refer the matter to court so that I can withdraw this application.

Yours sincerely

Phil Sherman