

# SEATBELT EXEMPTION STATEMENT: Company Cover Sheet

Sections 267, 267A, 267B and 267C of the Road Safety Rules 2017

Use this form to claim a seatbelt exemption for an eligible infringement fine(s) issued to a company.

## What fines are eligible for a seatbelt exemption?

You can only use this form to claim a seatbelt exemption for a camera-detected fine issued to a company for the following offences:

- Driver with incorrectly worn seatbelt
- Driver failing to ensure passenger wearing seatbelt

A seatbelt exemption can only be claimed for a fine issued to a company that is at **Notice of Final Demand or Warrant stage**.

If the fine is at **Infringement or Penalty Reminder stage** the company is not eligible to claim a seatbelt exemption. The company **must** nominate the person who was driving the vehicle at the time of the offence. You should nominate the driver as quickly as possible, because once the fine reaches **Notice of Final Demand stage** it is too late to nominate. Information on the nomination process is available on the Fines Victoria website at [fines.vic.gov.au/Your-options/Nominate-driver](https://fines.vic.gov.au/Your-options/Nominate-driver).

Once the fine has been reissued to the nominated driver, they may be eligible to claim a seatbelt exemption.

## What exemptions are valid?

If the fine is at **Notice of Final Demand or Warrant stage**, you can claim a seatbelt exemption for a camera-detected fine if:

1. The driver or passenger was sitting in a position that was not fitted with a seatbelt, and there is no requirement for that position to be fitted with a seatbelt.
2. The person was engaged in professional duties involving the door-to-door delivery or collection of goods or in the collection of waste or garbage, and is required to get in or out of the vehicle at frequent intervals and the vehicle was not travelling over 25km per hour.
3. The fine was issued to a driver or passenger, and they have a medical exemption from wearing a seatbelt.

## What evidence is required?

You will need to provide evidence to support your seatbelt exemption statement. The type of evidence required will depend on the exemption you are claiming.

You should attach any supporting evidence to the application. If supporting evidence is not provided, your application may not be successful.

Supporting evidence could include:

- A certificate from the Department of Transport and Planning confirming there is no requirement for the driver or passenger seat to be fitted with a seatbelt
- Evidence showing the driver or passenger was engaged in eligible professional duties at the time of the offence, such as a copy of a delivery run sheet

- Documentation from a medical specialist confirming that the driver or passenger had a medical exemption from wearing a seatbelt at the time of the offence.

## How do I claim an exemption?

Submit the completed form along with supporting documents via the Fines Victoria website at



[fines.vic.gov.au/seatbelt-exemption-statement](https://fines.vic.gov.au/seatbelt-exemption-statement)

You can also submit the completed form and supporting documents:



### In person:

#### Fines Victoria

Ground Floor,  
277 William Street  
Melbourne, Victoria

Opening hours: 9am to 5pm  
Monday to Friday  
(except public holidays)



### By post:

#### Fines Victoria

PO Box 14487  
Melbourne Victoria 8001

## What happens after you submit your claim?

Your request will be processed by Fines Victoria as an Enforcement Review under the ground of Contrary to Law. You will be notified of the outcome via post.

## Are there other options for dealing with this fine?

If you are not eligible to claim a seatbelt exemption, the options available for dealing with your fine will depend on what stage the fine is at.

**If your fine is at Infringement or Penalty Reminder stage**, information on your options is available on the Fines Victoria website at [fines.vic.gov.au/Infringement-fines/Infringement-Notice](https://fines.vic.gov.au/Infringement-fines/Infringement-Notice) or [fines.vic.gov.au/Infringement-fines/Penalty-Reminder-Notice](https://fines.vic.gov.au/Infringement-fines/Penalty-Reminder-Notice).

**If your fine is at Notice of Final Demand stage**, information on your options is available on the Fines Victoria website at [fines.vic.gov.au/Infringement-fines/Notice-of-Final-Demand](https://fines.vic.gov.au/Infringement-fines/Notice-of-Final-Demand).

For assistance, please call Fines Victoria on (03) 9200 8111 or submit an online enquiry via the Fines Victoria website at [fines.vic.gov.au/Contact-Us/Online-enquiry](https://fines.vic.gov.au/Contact-Us/Online-enquiry).

## Do you require legal assistance?

You may be able to obtain assistance from one of the following organisations:

- Victoria Legal Aid | [legalaid.vic.gov.au](https://legalaid.vic.gov.au)
- Victorian Community Legal Centres | [communitylaw.org.au](https://communitylaw.org.au)
- Victorian Aboriginal Legal Service | [vals.org.au](https://vals.org.au)

## Privacy Statement

The Department of Justice and Community Safety collects personal information for the purposes of dealing with your outstanding fines. If your application is successful, we can disclose the information you provide to us to the enforcement agency responsible for your fine as authorised by the *Privacy and Data Protection Act 2014* and *Health Records Act 2001*.

# SEATBELT EXEMPTION STATEMENT: Company

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**Please select the offence(s) from the options below:** (refer to the notice for offence details)

- Driver failing to occupy the driver's seating position with an approved seatbelt or failing to wear the approved seatbelt or both (Offence code 2491)
- Driver failing to ensure passenger is occupying a seating position with an approved seatbelt or wearing the approved seatbelt or both (Offence code 2493)

If the fine(s) was not issued for either of the above offences, and/or was not camera detected, you are not eligible to apply under this program.

**If the fine is at Infringement or Penalty Reminder stage** the company is not eligible to claim a seatbelt exemption. The company **must** nominate the person who was driving the vehicle at the time of the offence. Once the fine has been reissued to the nominated driver, they may be eligible to claim a seatbelt exemption.

**Please select the seatbelt exemption you are claiming:**

- The fine was issued for a driver or passenger who was sitting in a position that was not fitted with a seatbelt, and there is no requirement for that position to be fitted with a seatbelt.  
*You are required to provide evidence to support this statement (e.g. photo or certificate from the Department of Transport and Planning)*
- The person was engaged in professional duties involving the door-to-door delivery or collection of goods and is required to get in or out of the vehicle at frequent intervals and the vehicle was not travelling at more than 25km per hour.  
*You are required to provide evidence to support this statement (e.g. copy of run sheet)*
- The fine was issued for the driver or passenger, and they have a medical exemption from wearing a seatbelt.  
*You must provide a signed and dated exemption, issued to the driver/passenger, from a medical specialist*

**If none of the above exemptions apply, you are not eligible to have this fine withdrawn.**

**If your fine is at Notice of Final Demand or Warrant Stage, this seatbelt exemption statement will be processed as an Enforcement Review, under the ground of Contrary to Law.**

 **Please refer to the cover sheet for further details about valid reasons for exemptions, the type of evidence required, as well as other options for dealing with your fine.**

## Obligation number(s)

*You must complete this section.*

List infringement or obligation number(s) that you are claiming an exemption for  
(Please only include fines that are exempt for the same reason as indicated above).


*If there is not enough space, you may attach a separate page.*

## Your details (Company representative)

*You must complete this section.*

Given name(s)

Position in the company

Family name (Surname)

Preferred contact number

## Details of the company named on the fine

You must complete this section.

Company name

ABN/ACN

Email address

Street address (include house, unit or apartment number)

Postal address (include house, unit or apartment number ) or PO Box  
(if same as residential/company address, write 'AS ABOVE')

Suburb/Town/City

State

Suburb/Town/City

State

Postcode

Country (if not Australia)

Postcode

Country (if not Australia)

## Details of the driver/passenger (if applicable)

Complete this section if you are claiming an exemption for professional duties or a medical exemption.

**Note:** If the fine is at infringement or penalty reminder stage, a company cannot claim a seatbelt exemption on medical grounds and should nominate the driver.

Given name(s)

Family name (Surname)

Date of birth

Residential address

Street address (include house, unit or apartment number)

Suburb/Town/City

State

Postcode

Country (if not Australia)

## Further detail

Include any further information to support your claim here.

If there is not enough space, you may attach another page.

## Declaration

- I authorise Fines Victoria to disclose my personal information to the enforcement agencies that issued the fine(s), the Magistrates' Court of Victoria and any person whose evidence the company relies on in support of this application.
- I understand that Fines Victoria may update its records with my contact details provided on this form, and that I may be contacted regarding the company's outstanding fines.
- I declare that the information supplied in this form, and any attachments to this form, are true and correct to the best of my knowledge.
- I understand that if I make a false or misleading statement in support of this seatbelt exemption statement, I or the company may be prosecuted.
- I acknowledge that if the company's fine is at Notice of Final Demand or Warrant stage this seatbelt exemption statement will be considered as an enforcement review under Contrary to Law grounds.

Declaration (Signature)

Date