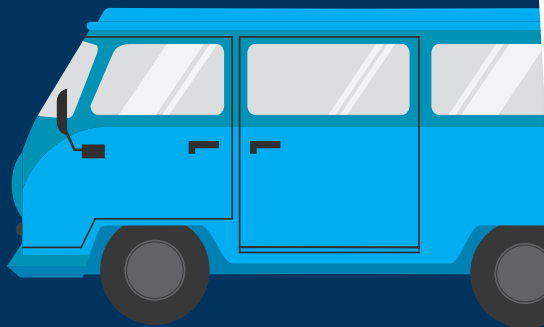


If you have received a ticket/ fine from us for parking or freedom camping e.g. parking/ freedom camping in the wrong place, or overstaying the time allowed in a designated parking place, here is what you need to know.



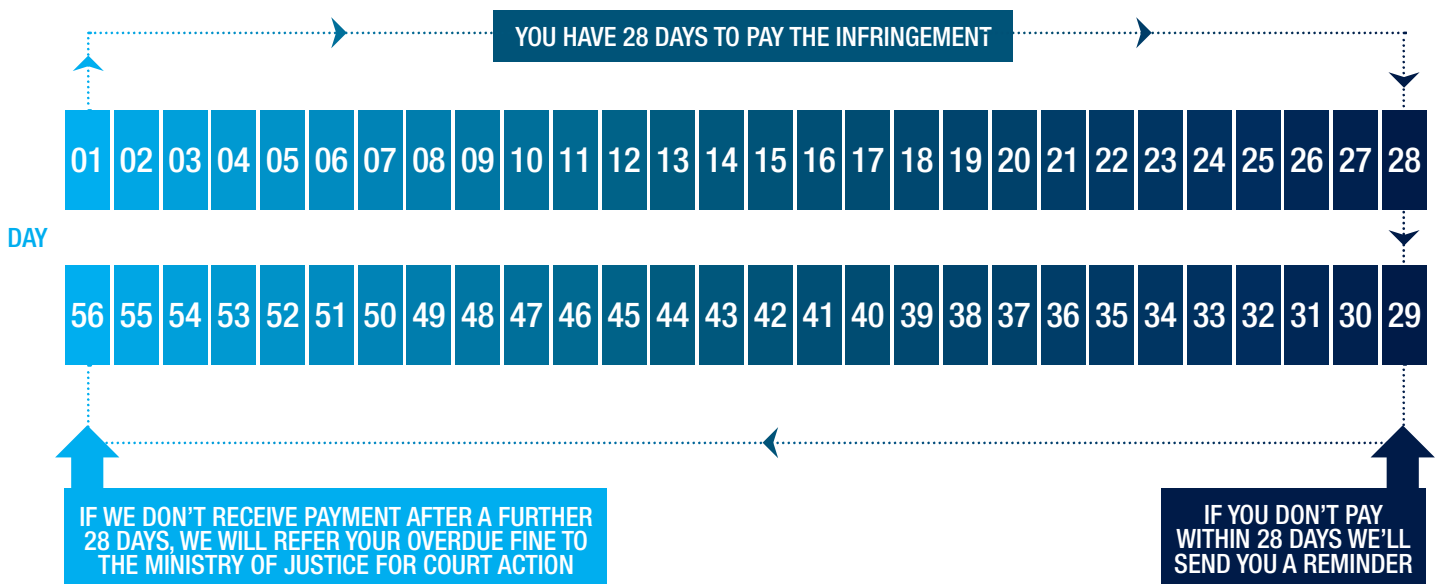
INFRINGEMENT NOTICE PROCESS

The legal term for a parking ticket/fine or freedom camping ticket/fine is an infringement. There are a number of different reasons as to why you might receive an infringement, as attached on page 3. The laws that empower us to issue tickets are the Land Transport Act 1998, Freedom Camping Act 2011 and the Summary Proceedings Act 1957.

Visit www.fines.govt.nz for more information on the fines process.

If you get an infringement, you have 28 days to pay it. You can pay online, in person at our office, by internet banking or by sending us a cheque. It can take 24 hours after a ticket/fine is issued before it shows up in our online system.

If you don't pay the infringement within 28 days we'll send you a reminder. If we don't receive payment after a further 28 days, we will refer your overdue infringement to the Ministry of Justice for court action, which will cost you more than, if necessary, to a debt-collection agency for recovery.



QUERY THIS INFRINGEMENT

If you want to query your infringement, you can do that via our online waiver site on our website. The site will ask you questions and depending on your answers, will either decline your request or forward it onto our infringement adjudicators for further review.

REVIEW PROCESS

It could take up to 10 working days for an infringement adjudicator to consider your case and let you know the result. These adjudicators have a set of guidelines when they consider requests for review, but their decisions are based on their own assessment of the facts provided.

If the infringement is due to be paid while your case is under review, please contact us on 03 441 0499 to let us know to ask for urgent consideration of your request. You are also welcome to contact our regulatory team if you have any general questions.

TRANSFER LIABILITY

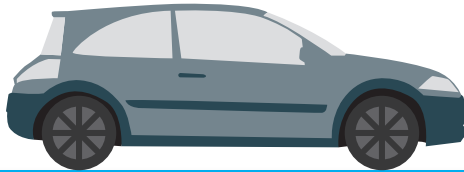
If you wish to transfer liability of the vehicle (for example if you sold the vehicle before the fine was received) please provide us with a fully completed statutory declaration. This needs to be signed by a Justice of the Peace and you can google it and download a copy or get one from a police station.

WAYS TO PAY

Remember to use your infringement number and car registration as your reference for all payments

Online: Under online payments on our website

In person: Queenstown – 10 Gorge Road
Wanaka – 47 Ardmore Street



WAIVER GUIDANCE NOTES

These notes are a guideline used by our waiver system when considering your waiver. The guidelines don't cover all possible infringements but do include the most common ones.

PARKING

VEHICLE BREAKDOWN

If your vehicle received an infringement while it was broken down and you wish us to waive the fine for that reason, we will need to see the following:

- Proof of breakdown, e.g. mechanic's report or tow receipt
- The date when the vehicle broke down
- Proof that the vehicle has been repaired or attempted to be repaired

MEDICAL EMERGENCIES

If your vehicle received an infringement while you were dealing with a medical emergency we will need to see:

- Proof of emergency, e.g. hospital report or doctor's report, that includes the date that the emergency occurred

VEHICLE OWNERSHIP DISPUTES

When a vehicle is bought and sold, both the buyer and seller are required by law to notify the New Zealand Transport Agency (NZTA) immediately.

However, there are times when a vehicle changes ownership and the seller of the vehicle completes their section of the paperwork but the buyer does not, leaving the vehicle in the registered ownership of the seller.

- **See the NZTA website for what buyers and sellers must do to change vehicle ownership**

If you are the previous owner of a vehicle and receive an infringement and/or reminder notice for that vehicle please provide us with a fully completed statutory declaration. This needs to be signed by a Justice of the Peace and you can google it and download a copy or get one from a police station.

For more information - see **Transfer of liability**

WARRANTS / REGISTRATION

If you wish to request a waiver for an ticket issued for failing to display a current rego/warrant you must provide the following:

- Proof the vehicle that was ticketed, now has a current rego/warrant.

LOADING ZONES

Unless you are a commercial business using a loading zone for legitimate commercial loading and unloading purposes, we will not consider waiving your infringement unless you can prove there were exceptional circumstances.

TIMED PARKING

We will not consider waiving your infringement for overstaying the limit on a time-restricted park unless you can provide evidence of a medical emergency or other exceptional circumstance.

DISABILITY PARKS

The only circumstances where we will consider a waiver are:

- Proof that you were lawfully using the disability parking space, ie you will show that you have a valid disability permit
- Proof of a medical emergency
- Proof of a breakdown

INSTANCES WHERE INFRINGEMENTS WILL NOT BE WAIVED

If you have been issued an infringement for:

- Parking on broken yellow lines
- Facing the wrong way
- Parking in a bus stop
- Blocking a driveway

We will not normally consider waiving the infringement unless you can prove exceptional circumstances.

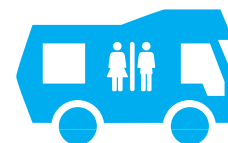
FREEDOM CAMPING

FREEDOM CAMPING IN PROHIBITED AREA

QLDC takes a hard line on freedom camping in prohibited areas. We do not accept "I didn't see the signs" or "I didn't understand" as an excuse. We will only issue a waiver in the following circumstances:

- You stayed at a private house – we will need a signed and dated letter from the person you were staying with and proof of that person's address (for example an electricity account or rates notice in their name).
- You were staying/stayed at a motel, hostel or hotel – we will need to see the receipt that proves you paid for the night's accommodation

FREEDOM CAMPING IN A RESTRICTED AREA OTHER THAN IN A CERTIFIED SELF-CONTAINED VEHICLE



If you have received an infringement for camping in a restricted area without a certificate showing your vehicle is certified self-contained your infringement will not be waived unless you can provide proof of a medical emergency or exceptional circumstances.

PARKING
TICKET

FREEDOM
CAMPING
TICKET