FLINDERS UNIVERSITY

2015 PARKING

“Expiation Notices”

All Parking Inspectors and Security Officers regularly patrol the University campus and Mark Oliphant Building (MOB) and issue Expiation Notices to vehicles found to be in breach of the parking rules/conditions.

If you park without a valid permit/ticket or if your permit/ticket is not facing outwards, clearly visible for the parking inspector to examine, you will be issued an expiation notice.

Expiation Notices

Expiation notices are placed around the windscreen wiper of the vehicle. The expiation notice is produced using a hand-held, ticket-issuing device or by a hand written notice.

Payment of Expiation Notices

An offence issued due to a breach of the Parking Act may be expiated by payment as indicated on the expiation notice issued.

Payment of an Expiation Notice can be made in person at the Flinders University Cashier’s Office, Union Building, Mall Level.

Payment by telephone can be made using your credit card (MasterCard or Visa) PHONE: 8201 3146 during office hours 9:00am – 5:00pm Monday to Friday (Closed Public Holidays).

If you send payment by mail please quote the expiation notice number and the vehicle registration number. Cheque and Money Orders should be made payable to: “Flinders University” and should be addressed to:

Flinders University
Cashier’s Office
GPO Box 2100
ADELAIDE SA 5001

Please Note: Never send cash through the internal mail or Australia Post mail.

Failure to expiate the offence may lead to the issue of a Certificate for Enforcement through the Fines Enforcement & Recovery Unit and will involve an increased penalty.
Appeals

To dispute an offence you will be required to do so in writing by completing an Expiation Appeal Form providing the following details:

- The Expiation Notice number;
- Vehicle registration plate number;
- Your full name and postal address
- An explanation that clearly, but briefly, describes why you believe the expiation should be withdrawn and any extenuating circumstances involved (evidence – if applicable).
- Conclude the report with a specific request of the action you require.

Expiation notices go on hold (no further fees will be applied) until the appeal has been processed and considered.

Once an appeal (form) has been processed and considered, a letter will be issued determining if your appeal has been upheld or that the offence must be expiated by payment within 14 days of the date of the letter.

Statutory Declaration (Vehicle Related Offences)

As the owner of an offending vehicle, you are taken to have committed the offence. However, your liability may be removed by providing a Statutory Declaration stating that the vehicle:

- Was being used illegally;
- Was being driven by another person(nominated by you);
- Had been sold or otherwise disposed of.

Please forward all Statutory Declarations to the Parking Office.

2015 Stat Dec - General or

Sold Vehicle/Not in charge of vehicle Statutory Declaration Form

Parking Rules/Conditions

Parking rules/conditions on campus apply 24 hours a day throughout the year.

In general, parking is not permitted on the roadways or in any place other than a marked parking bay.
Stolen Parking Permits

If your permit is **STOLEN** you will be required to purchase a day ticket from one of the available machines until you have arranged for a replacement permit.

If your permit was stolen and you have reported it to the police, you will need to bring the Police Report Number (PRN) to the Cashier’s Office (Union Building, Mall Level) to obtain a replacement permit which will be provided free of charge.

Lost or Replacement Permits

If your permit is **LOST** you will be required to purchase a day ticket until you have arranged for a replacement permit.

Lost permits will be replaced on production of a completed Statutory Declaration **2015 Stat Dec – Lost Permit**, (also available from the Cashier’s Office) along with a newly completed application form. Replacement of lost permits will be charged at **FULL COST**.

If you sell your existing vehicle, please ensure you remove you permit and attach it to your new vehicle (if damaged in the process; return the entire permit to the Cashier’s Office), failure to do so requires you to follow the **LOST PERMIT** process.

Please ensure that you provide your new vehicle details to: parking@flinders.edu.au