

Statement of Financial, Personal and Special Circumstances (CAYPINS)

WHEN SHOULD I USE THIS FORM?

Use this form to give the court details about your circumstances that will help the Registrar decide whether to cancel or reduce your fine.

DO I HAVE TO FILL OUT THIS FORM?

If you want to ask the Registrar to cancel your fine, you should fill out this form along with 'Application for CAYPINS cancellation order'.

WHO WILL GET THIS INFORMATION?

If your fine is cancelled, this form will be sent to the agency that issued the fine.

WHAT IF I NEED HELP TO FILL IN THIS FORM?

You can ask the court staff or a lawyer for help to fill in this form

WHAT DO SOME WORDS USED IN THIS FORM MEAN?

AGENCY: The organisation that gave you the fine.

FINE: The amount of money the infringement notice tells you to pay.

INCOME: The amount of money that you get from work or Centrelink.

INFRINGEMENT NOTICE: The form given out by an agency telling you what rule or law you broke and how much money you have to pay.

OFFENCE: Something the law says is wrong.

PENALTY: The amount of money you have been asked to pay (also called a fine).

PAYMENT PLAN: A plan that you organise with the court that gives you more time to pay your fine.

CASE DETAILS

IN THE CHILDREN'S COURT

Court Reference: _____

OF VICTORIA AT _____

CHILD DETAILS

Name: _____

Address: _____

Date of birth: _____

Do you have any other unpaid infringement notices? Yes / No

Do you have a payment plan for other penalty/infringement notices? Yes / No

If you have answered 'Yes' to either question, please give details including payment details below:

ABOUT THE PEOPLE WHO ARE SUPPORTING YOU

Your answers to these questions may help the Registrar decide whether to reduce or cancel your fine.

Are there any Child Protection or Youth Justice orders about you? Yes / No

If 'Yes', please provide details:

Who do you live with? (i.e. Parents, Other Family, Alone, Other)

Does your parent/guardian or other adult family member know that you have this fine? Yes / No

If 'Yes', who? _____

Have your parents/guardian or any other person offered to help you pay this fine? Yes / No

If 'Yes', who? _____

If your parents/guardian or other person help you pay this fine, would you: (Tick all that apply)

Pay back the money at a later time	
Do household chores or other work to make up the money	
Give up pocket money or give up something else to make up for the money	
Make an arrangement with the person who paid by agreeing to: (Give details below)	
None of the above	

Do you go to School / TAFE / Other? Yes / No

If 'Yes', What course / year / level:

SPECIAL CIRCUMSTANCES UNDER S3A INFRINGEMENTS ACT 2006

If applicable please outline relevant information below:

ABOUT YOUR FINANCES

This section helps the Registrar decide if you can afford to pay all or some of your fine.

Do you get money from:

Employment / a job

Yes / No

If 'Yes', is the job casual / part time / full time? _____

If 'Yes', how much do you usually get paid? _____

\$ _____ per week, fortnight, month (please circle)

Centrelink

Yes / No

If 'Yes, is the allowance: Youth / Carer / Other? _____

Pocket money

Yes / No

If 'Yes', How much do you usually get paid? _____

\$ _____ per week, fortnight, month (please circle)

If you support yourself or help to support yourself, use this section of the form to show your bills or expenses.

WEEKLY EXPENSES

Rent / board	\$ _____
Rates /electricity / gas bills	\$ _____
Food expenses	\$ _____
Phone & Internet bills	\$ _____
Travel (fuel, public transport fares)	\$ _____
Clothing / Shoes	\$ _____
Medicines / Medical costs	\$ _____
Child Support / Maintenance	\$ _____
Loan repayments	\$ _____
Other expenses (give details below)	\$ _____

TOTAL WEEKLY EXPENSES \$ _____

If you have money in an account, give the details here:

Name of bank/building society/credit union: _____

Current balance: \$ _____

If you have any other money available to you write down the amount: \$ _____

If you owe money (like a loan or debt) write down who you owe and how much:

I owe \$ _____ to _____

I owe \$ _____ to _____

If you own a car or motor bike or any other personal property, write down what you own

and how much it is worth:

Details:	_____	Value:	\$	_____
Details:	_____	Value:	\$	_____

Use this section of the form to write down any reasons why you cannot pay the fine:

Please sign your name here:

Date:

Write down the name of any person who helped you fill in this form and their relationship to you (for example: parent, youth worker, lawyer)
