

**NORTHERN TERRITORY OF AUSTRALIA**

**JUSTICES (TERRITORY INFRINGEMENT NOTICES ENFORCEMENT  
SCHEME) REGULATIONS**

As in force at 21 March 2000

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# NORTHERN TERRITORY OF AUSTRALIA

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As in force at 21 March 2000

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## JUSTICES (TERRITORY INFRINGEMENT NOTICES ENFORCEMENT SCHEME) REGULATIONS

### Regulations under the *Justices Act*

#### 1 Citation

These Regulations may be cited as the *Justices (Territory Infringement Notices Enforcement Scheme) Regulations*.

#### 2 Commencement

These Regulations shall come into operation on the commencement of the *Justices Amendment Act (No. 3) 1988*.

#### 2A Prescribed provisions for purposes of definition of *infringement notice*

For the purposes of paragraph (d) of the definition of *infringement notice* in section 60A of the Act, the following are prescribed provisions:

- (a) by-law 52A of the *Territory Parks and Wildlife Conservation By-laws*;
- (b) by-law 11 of the *Northern Territory University (Site and Traffic) By-laws*;
- (c) by-law 21 of the *Darwin City Council By-laws*;
- (d) section 9A of the *Litter Act*;
- (e) section 20B of the *Misuse of Drugs Act*;
- (f) by-law 21 of the *Katherine Town Council By-laws*;
- (fa) by-law 17 of the *Nhulunbuy (Animal Control) By-laws*;
- (g) regulation 6 of the *Prostitution Regulations*;
- (h) regulation 3 of the *Summary Offences Regulations*;

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- (j) regulation 168D of the *Work Health (Occupational Health and Safety) Regulations*;
  - (k) section 58B of the *Brands Act*;
  - (m) section 23A of the *Stock (Control of Hormonal Growth Promotants) Act*;
  - (n) section 43C of the *Stock Diseases Act*;
  - (p) section 65B of the *Stock Routes and Travelling Stock Act*;
  - (q) by-law 54 of the *Alice Springs (Animal Control) By-laws*;
  - (r) by-law 9 of the *Alice Springs (Todd Mall) By-laws*;
  - (s) regulation 49 of the *Meat Industries Regulations*;
  - (t) regulation 6 of the *Waste Management and Pollution Control (Administration) Regulations*;
  - (u) regulation 13 of the *Fire and Emergency Regulations*;
  - (w) regulation 5 of the *Residential Tenancies Regulations*.

### **3 Prescribed forms**

- (1) In this regulation, a reference to a form by number is a reference to a form so numbered in the Schedule to these Regulations.
- (2) A courtesy letter served under section 60C of the Act shall be in accordance with Form 1.
- (3) A certificate lodged under section 60D of the Act shall be in accordance with Form 2.
- (4) An order made under section 60E of the Act shall be in accordance with Form 3.
- (5) A notice served under section 60F of the Act shall be in accordance with Form 4.
- (6) A warrant of commitment issued under section 60H of the Act shall be in accordance with Form 5.
- (7) A warrant of distress issued under section 60H of the Act shall be in accordance with Form 6.

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(8) An application for the revocation of an enforcement order made under section 60K(1) of the Act by an enforcement agency, and a notice requesting the withdrawal of a certificate given under section 60M(1) by an enforcement agency, shall be in accordance with Form 7.

(9) An application for the revocation of an enforcement order made under section 60K(1) of the Act by the person against whom the order was made shall be in accordance with Form 8.

#### **4 Prescribed costs**

The costs to be paid in matters or proceedings under Division 2A of Part IV of the Act are as follows:

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Item	Fee
• Issue of a courtesy letter	\$5.00
• Preparation of certificate for enforcement	\$10.00
• Issue of enforcement order	\$25.00
• Preparation of notice of enforcement order	\$25.00
• Execution of warrant	\$40.00

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#### **5 Ratio of imprisonment**

For the purposes of section 60E(1)(a)(i) of the Act, the prescribed ratio is imprisonment for one day in respect of each \$50, or part thereof, of the amount remaining unpaid.

## Schedule

FORM 1

(Part 1)

### COURTESY LETTER

TO:

(offender's name and address)

FROM:

(Enforcement agency's name and address)

---

Infringement No.:

Issued for: (all relevant details and particulars of offence, and reference to the provision creating the offence, are to be included)

Committed on

at

Penalty: \$

Costs: \$

\*Victims' levy: \$

TOTAL: \$ due on

---

AN INFRINGEMENT NOTICE HAS BEEN ISSUED TO YOU, BUT THE AMOUNT SHOWN ON IT HAS NOT BEEN PAID.

You now have 28 days from the date of this letter in which to pay the penalty and the costs shown above. If you do not pay these amounts additional costs will be incurred and a warrant may be issued for your imprisonment or for seizure and sale of your goods to recover the amount due.

If you wish to have this matter dealt with by a court you should complete Part 2 of this form and return it to

(Name and address of enforcement agency).

\* The victims' levy is a contribution to the Victims' Assistance Fund required under the *Crimes (Victims Assistance) Act*.

SEE ATTACHED REPLY – IT EXPLAINS HOW TO PAY

Appropriate Officer

Date: / /

**IMPORTANT**

**DO NOT IGNORE THIS DOCUMENT**

If you do not understand what you should do, have it explained to you immediately. The court staff, a solicitor, a legal aid officer or a friend may be able to help.

**PLEASE DISREGARD THIS LETTER IF YOU HAVE ALREADY PAID**

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FORM 1

(Part 2)

REPLY TO COURTESY LETTER

TO:

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Infringement No.:

Issued for: (all relevant details and particulars of offence, and reference to the provision creating the offence, are to be included)

Committed on \_\_\_\_\_ at \_\_\_\_\_

Penalty: \$ \_\_\_\_\_

Costs: \$ \_\_\_\_\_

Victims' levy \$ \_\_\_\_\_

TOTAL: \$ \_\_\_\_\_ due on: \_\_\_\_\_

---

IF YOU ARE PAYING THE AMOUNT SHOWN ABOVE DO NOT SIGN THIS FORM – JUST ATTACH PAYMENT AND POST OR TAKE IT IN TO BE PAID.

YOU MAY PAY

In person – at \_\_\_\_\_

office hours are \_\_\_\_\_

Credit cards are acceptable if payment is made in person. Cheques and money orders should be crossed and marked "Not Negotiable". If a cheque is not honoured, payment will not be considered made.

By post – send a cheque or money order to the address shown above.

Do not post cash. Part payment cannot be accepted. If part payment is sent, it will be returned. This will not delay any order to enforce payment.

This reply must accompany your payment.

If full payment accompanies this document no further action will be taken.



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REQUEST TO HAVE COURT DEAL WITH MATTER

TO:

(Enforcement agency)

Take notice that I decline to be dealt with under Division 2A of Part IV of the *Justices Act* and elect to have the matter dealt with by a court.

I understand that I may receive a summons for this offence.

My address for service of a summons is:

.....

.....

(This address must be completed if the court is to deal with the matter)

Signature

Print name

Date signed: / /

---

FORM 2

CERTIFICATE FOR ENFORCEMENT OF INFRINGEMENT NOTICE

TO: Clerk of the Court at:

FROM:

(Enforcement agency's name and address)

Defendant

(Name and address: residential and postal)

Date of Birth:

Licence No. and State/  
Territory:

Vehicle reg. No. and State/Territory:

---

Infringement No.:

Issued for: (all relevant details and particulars of offence, and reference to the provision creating the offence, are to be included)

Committed on

at

Penalty:

\$

Costs:

\$

Victims' levy:

\$

TOTAL:

\$

due on:

---

I, ....., an appropriate  
officer of

(name of enforcement agency)

state that in relation to the above-mentioned offence:

- \*(a) an infringement notice has been served on the defendant;
- \*(a) an infringement notice has been served otherwise than on the defendant, as permitted by law;
- (b) a courtesy letter has been served on the defendant after the expiration of the time specified in the infringement notice for payment of the infringement penalty;
- (c) not less than 28 days from the date of the courtesy letter have elapsed;

- (d) the full amount of the infringement penalty and prescribed costs have not been paid;
- (e) the defendant has not declined to be dealt with under Division 2A of Part IV of the *Justices Act*;
- (f) a complaint in relation to the offence has not been laid;
- (g) the time within which a complaint in relation to the offence may be laid has not expired; and
- \* (h) (in the case of an infringement notice served under the *Local Government Act* in relation to a traffic or parking infringement, or served under regulation 65 of the *Traffic Regulations*) the defendant:
  - (i) is the person on whom the infringement notice was served; and
  - \* (ii) was, at the time of the alleged offence, the owner of the motor vehicle within the meaning of the *Motor Vehicles Act*;
  - \* (iii) was, at the time of the alleged offence, the person in control of the motor vehicle as shown in a statutory declaration furnished pursuant to \*regulation 64(3)(b) of the *Traffic Regulations* \*a by-law made in pursuance of section 212(c) of the *Local Government Act*.

Appropriate officer:

(Signature)

(Print name)

\*Delete where inapplicable.

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FORM 3  
ENFORCEMENT ORDER

Enforcement agency:

File no:

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Defendant's name and address:

Date of birth:

Licence No. and State/Territory:

Vehicle reg. No. and State/Territory:

---

Infringement No.:

Issued for: (all relevant details and particulars of offence, and reference to the provision creating the offence, are to be included)

Committed on \_\_\_\_\_ at \_\_\_\_\_

Penalty: \$ \_\_\_\_\_

Costs: \$ \_\_\_\_\_

Victims' levy: \$ \_\_\_\_\_

TOTAL: \$ \_\_\_\_\_ due on: \_\_\_\_\_

---

THE CLERK OF THE COURT ORDERS THAT:

1. The defendant ..... pay to the Court within 28 days after the date of this order the following amounts:

Infringement penalty \$ \_\_\_\_\_

Costs \$ \_\_\_\_\_

Victims' levy \$ \_\_\_\_\_

TOTAL \$ \_\_\_\_\_

2. In default of payment or payment in full:

(a) the defendant be imprisoned for a period of one day in respect of each \$50, or part thereof, of the amount that remains unpaid; or

- (b) the amount unpaid be recovered by a warrant of distress.
3. (If any other order).

Clerk of the Court

Date: / /

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FORM 4

(Part 1)

NOTICE OF ENFORCEMENT ORDER

TO:

(Defendant)

of

(Address)

---

Date of birth:

Licence No. and State/Territory:

Vehicle reg. No. and State/Territory:

---

Infringement No.:

Issued for: (all relevant details and particulars of offence, and reference to the provision creating the offence, are to be included)

Committed on \_\_\_\_\_ at \_\_\_\_\_

AN ENFORCEMENT ORDER WAS MADE AGAINST YOU ON: \_\_\_\_\_  
(date)

for

Penalty: \$ \_\_\_\_\_

Costs: \$ \_\_\_\_\_

\*Victims' levy: \$ \_\_\_\_\_

TOTAL: \$ \_\_\_\_\_ due on: \_\_\_\_\_

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YOU MAY NOW:

1. Pay the total amount shown above by the due date, or
2. Apply to the clerk of the court at: \_\_\_\_\_  
(address)

(a) for more time to pay

- (b) to pay by instalments
- (c) to revoke the order and refer the matter to the court for hearing. The court may convict you if the charge is proved.

If you do not do one of the above a warrant will be issued against you to:

- a. imprison you for                    days, or
- b. take and sell your goods to recover the amount due.

In either case a \$20 warrant fee will be added to the amount due.

\*The Victims' Levy is a contribution to the Victims' Assistance Fund required under the *Crimes (Victims Assistance) Act*.

SEE ATTACHED DOCUMENT – IT EXPLAINS HOW TO PAY

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IMPORTANT  
DO NOT IGNORE THIS DOCUMENT

If you do not understand what you should do, have it explained to you immediately. The court staff, a solicitor, a legal aid officer or a friend may be able to help.

PLEASE DISREGARD THIS DOCUMENT  
IF YOU HAVE ALREADY PAID

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FORM 4

(Part 2)

LETTER TO ACCOMPANY PAYMENT

TO: Clerk of court at

(Postal address)

File No:

I enclose payment for the sum of \$

---

Infringement No.:

Issued to

(defendant):

Issued for: (all relevant details and particulars of offence, and reference to the provision creating the offence, are to be included)

Committed on

at

---

Date of birth:

Licence No. and State/Territory:

Vehicle Reg. No. and State/Territory:

---

ENFORCEMENT ORDER MADE ON

(date)

For:

\$

Due on:

---

IF YOU ARE PAYING THE AMOUNT SHOWN ABOVE JUST ATTACH PAYMENT TO THIS FORM AND POST OR TAKE IT IN TO BE PAID.

YOU MAY PAY

In Person: at

or at any court house in the Northern Territory. Office hours are: 8.45 a.m. – 4.00 p.m.



Credit cards are acceptable if payment is made in person. Cheques and money orders should be crossed and marked "Not Negotiable". If a cheque is not honoured, payment will not be considered made.

By Post:                      send a cheque or money order made payable to the clerk of the court and send it to

Do not post cash. Part payment cannot be accepted.

This form must accompany your payment.

If you require a receipt please indicate – yes/no

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FORM 5

WARRANT OF COMMITMENT

Defendant

(name, sex, date of birth, address)

File No:

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Licence No. and State/Territory:

Vehicle reg. No. and State/Territory:

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Enforcement agency:

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Infringement No.:

Issued for: (all relevant details and particulars of offence, and reference to the provision creating the offence, are to be included)

Committed on \_\_\_\_\_ at \_\_\_\_\_

Penalty: \$ \_\_\_\_\_

Costs: \$ \_\_\_\_\_

Execution: \$ \_\_\_\_\_

Victims' levy: \$ \_\_\_\_\_

TOTAL: \$ \_\_\_\_\_ due on: \_\_\_\_\_

Default: \_\_\_\_\_ days

---

TO ALL MEMBERS OF THE NORTHERN TERRITORY POLICE FORCE

The defendant was ordered to pay the amounts set out above and was sent a notice of enforcement under section 60F of the *Justices Act*. The defendant has failed to pay the amounts due.

You are directed:

- (a) to demand payment from the defendant of the total due; and
- (b) unless payment in full is received immediately, to take the defendant to the most accessible or convenient gaol and deliver the defendant to the keeper thereof together with this warrant.

---

TO THE KEEPER OF THE GAOL

You are directed to take the defendant into custody for a period of        days unless the amount due is paid sooner.

Clerk of the Court

Date:    /    /

---

RETURN ON PAYMENT – \$                      paid on

EXECUTION

– Defendant arrested on                      at                      a.m./p.m. at

Member  
Date:

IMPRISONMENT

– Defendant received on                      at                      a.m./p.m. at

Member  
Date:

– Defendant released on                      at                      a.m./p.m. at

Member  
Date:

NB: 1. If a payment is made, the warrant fee must be satisfied first. The balance of payment can then be used to reduce the period of imprisonment.

2. Pursuant to section 94(1) of the *Justices Act*, the first day of imprisonment cannot be taken into account if the prisoner wants to secure his or her release by payment of the balance.

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FORM 6

WARRANT OF DISTRESS

Defendant  
(name, sex, date of birth, address)

File No.:

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Licence No. and State/Territory:

Vehicle reg. No. and State/Territory:

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Enforcement agency:

---

Infringement No.:

Issued for: (all relevant details and particulars of offence, and reference to the provision creating the offence, are to be included)

Committed on \_\_\_\_\_ at \_\_\_\_\_

Penalty: \$ \_\_\_\_\_

Costs: \$ \_\_\_\_\_

Execution: \$ \_\_\_\_\_

Victims' levy: \$ \_\_\_\_\_

TOTAL: \$ \_\_\_\_\_ due on: \_\_\_\_\_

Default: \_\_\_\_\_ days

---

TO ALL BAILIFFS AND MEMBERS OF THE NORTHERN TERRITORY  
POLICE FORCE

The defendant was ordered to pay the amounts set out above and was sent a notice of enforcement under section 60F of the *Justices Act*. The defendant has failed to pay the amounts due.

YOU ARE DIRECTED:

- (a) to immediately seize such goods and chattels of the defendant as are necessary to satisfy the amount due;
- (b) to sell those goods and chattels if the amounts set out above, together with the costs of the execution of this warrant, are not paid;
- (c) to pay to the Clerk of the Court of Summary Jurisdiction at (location) the proceeds of any such sale and, if necessary, any proceeds of the defendant;

- 
- (d) to hold and realize and, if necessary, sue on, any cheque, bill of exchange, promissory note or security of the defendant; and
  - (e) to pay any sum realized or received to the Clerk for the purpose of satisfying the defendant's debt.

If the debt due cannot be satisfied by distress you must certify this in the Return of Warrant so that further action may be taken.

Clerk of the Court

Date: / /

---

#### RETURN OF WARRANT OF DISTRESS

Warrant returned                      executed on

Amount of \$                              paid on demand.

Member of the Police Force/  
Bailiff

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I, \_\_\_\_\_, bailiff/member of the  
(name)

Police Force, certify that by virtue of this warrant I caused a diligent search to be made for the goods and chattels of the defendant and that I found no goods or chattels of the defendant sufficient to satisfy the amount due.

Member of the Police Force/  
Bailiff

Date: / /

---

FORM 7

\* APPLICATION BY ENFORCEMENT AGENCY FOR REVOCATION OF  
ENFORCEMENT ORDER

and/or

\* NOTICE REQUESTING WITHDRAWAL OF CERTIFICATE

TO: Clerk of the Court at:

File No:

FROM:

(Enforcement agency's name and address)

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Infringement No.:

Issued for: (all relevant details and particulars of offence, and reference to the provision creating the offence, are to be included)

Committed on \_\_\_\_\_ at \_\_\_\_\_

Defendant's name and address:

Date of birth:

Licence No. and State/Territory:

Vehicle reg. No. and State/Territory:

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DETAILS OF ENFORCEMENT ORDER MADE ON

(date)

Penalty: \$

Costs: \$

Victims' levy: \$

TOTAL: \$ due on:

---

I, \_\_\_\_\_, an appropriate officer of

(name of enforcement agency)

apply under \*section 60K(1)/\*section 60M(1) of the *Justices Act*:

\*(a) to have the above enforcement order revoked;

\*(b) to have the certificate produced before the Clerk withdrawn.

---

The grounds of this application are:

.....

.....

.....

Applicant's signature

Print Name

Date: / /

\* Delete where inapplicable.

FORM 8

APPLICATION FOR REVOCATION OF ENFORCEMENT ORDER BY  
PERSON AGAINST WHOM ORDER MADE

TO: Clerk of the Court at:

File No:

FROM:

Infringement No.:

Issued for: (all relevant details and particulars of offence, and reference to the provision creating the offence, are to be included)

Committed on \_\_\_\_\_ at \_\_\_\_\_

Defendant's name and address:

Date of birth:

Licence No. and State/Territory:

Vehicle reg. No. and State/Territory:

DETAILS OF ENFORCEMENT ORDER MADE ON \_\_\_\_\_

(date)

Penalty: \$ \_\_\_\_\_

Costs: \$ \_\_\_\_\_

Victims' levy: \$ \_\_\_\_\_

TOTAL: \$ \_\_\_\_\_ due on: \_\_\_\_\_

I, \_\_\_\_\_, apply under section 60K(1) of *Justices Act* to have the above enforcement order revoked.

The grounds of this application are:

.....  
.....  
.....

Applicant's signature

Print name

Date: / /



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**ENDNOTES**
**1 KEY**

Key to abbreviations

<b>amd = amended</b>	<b>od = order</b>
<b>app = appendix</b>	<b>om = omitted</b>
<b>bl = by-law</b>	<b>pt = Part</b>
<b>ch = Chapter</b>	<b>r = regulation/rule</b>
<b>cl = clause</b>	<b>rem = remainder</b>
<b>div = Division</b>	<b>renum = renumbered</b>
<b>exp = expires/expired</b>	<b>rep = repealed</b>
<b>f = forms</b>	<b>s = section</b>
<b>Gaz = Gazette</b>	<b>sch = Schedule</b>
<b>hdg = heading</b>	<b>sdiv = Subdivision</b>
<b>ins = inserted</b>	<b>SL = Subordinate Legislation</b>
<b>lt = long title</b>	<b>sub = substituted</b>
<b>nc = not commenced</b>	

**2 LIST OF LEGISLATION*****Justices (Territory Infringement Notices Enforcement Scheme) Regulations (SL No. 25, 1990)***

Notified	1 August 1990
Commenced	1 August 1990 (r 2, s 2 <i>Justices Amendment Act (No. 3) 1998</i> (Act No. 55, 1988) and Gaz S47, 1 August 1990)

***Amendment of the Justices (Territory Infringement Enforcement Scheme) Regulations (SL No. 9, 1991)***

Notified	10 April 1991
Commenced	10 April 1991

***Statute Law Revision Act 1991 (Act No. 31, 1991)***

Assent date	25 June 1991
Commenced	25 June 1991

***Amendment of Justice (Territory Infringement Notices Enforcement Scheme) Regulations (SL No. 63, 1992)***

Notified	11 November 1992
Commenced	11 November 1992

***Amendment of Justices (Territory Infringement Notices Enforcement Scheme) Regulations (SL No. 2, 1995)***

Notified	31 January 1995
Commenced	31 January 1995

***Amendment of Justices (Territory Infringement Notices Enforcement Scheme) Regulations (SL No. 36, 1995)***

Notified	8 November 1995
Commenced	8 November 1995

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***Amendment of Justices (Territory Infringement Notices Enforcement Scheme) Regulations (SL No. 9, 1996)***

Notified	13 March 1996
Commenced	13 March 1996

***Amendment of Justices (Territory Infringement Notices Enforcement Scheme) Regulations (SL No. 15, 1997)***

Notified	14 May 1997
Commenced	14 May 1997

***Amendment of Justices (Territory Infringement Notices Enforcement Scheme) Regulations (SL No. 35, 1997)***

Notified	10 December 1997
Commenced	10 December 1997 (r 2, s 2 <i>Meat Industries Act 1996</i> (Act No. 54, 1996) and <i>Gaz G49</i> , 10 December 1997, p 3)

***Amendment of Justices (Territory Infringement Notices Enforcement Scheme) Regulations (SL No. 66, 1998)***

Notified	13 January 1999
Commenced	13 January 1999

***Amendment of Justices (Territory Infringement Notices Enforcement Scheme) Regulations (SL No. 20, 1999)***

Notified	1 July 1999
Commenced	1 July 1999

***Amendment of Justices (Territory Infringement Notices Enforcement Scheme) Regulations (SL No. 13, 2000)***

Notified	1 March 2000
Commenced	1 March 2000 (r 2, s 2 <i>Residential Tenancies Act 1999</i> (Act No. 45, 1999) and <i>Gaz G8</i> , 1 March 2000, p 2)

***Justices Amendment Act 2000 (Act No. 7, 2000)***

Assent date	21 March 2000
Commenced	s 3: 1 August 1990; s 5(1): 4 February 1998; s 5(2): 26 August 1999; rem: 21 March 2000

**3 LIST OF AMENDMENTS**

r 2A	ins No. 9, 1991 amd No. 2, 1995; No. 36, 1995; No. 15, 1997; No. 35, 1997, r 2; No. 66, 1998; No. 20, 1999; No. 13, 2000, r 2; Act No. 7, 2000, s 5
r 4	amd No. 9, 1996
sch	amd Act No. 31, 1991, s 15; No. 63, 1992; Act No. 7, 2000, s 5