

IN THE MAGISTRATES' COURT
OF VICTORIA AT _____

Court Reference: _____

If you did not lose your licence at Court leave this blank

Provide your closest court location

Applicant details

Full name: _____

Date of birth: _____ Phone: _____ Email: _____

Address: _____

Licence/Permit number: _____ State: _____ International licence/ permit

Do you have a legal representative for this application? _____ JAID: _____

Please specify lawyers name and firm details _____

Respondent details

Name: Chief Commissioner of Police

Address: LVL 111 TOWER 2 311 SPENCER ST DOCKLANDS, VIC 3008

Email: accidentrecords.rsd@police.vic.gov.au

Application details

What offence were you disqualified for?

The court made a finding that the offence was committed while I was under the influence of alcohol, or both alcohol and a drug, which contributed to the offence. Yes No

Date of offence: _____

This is the first and only offence or the only offence that occurred within the last ten years.

More than one offence occurred within the last ten years.

Disqualification commenced: _____

Duration of disqualification: _____

The fine imposed in relation to this offence has been paid in full.

Take notice that I, the applicant, intend to apply to the Magistrates’ Court of Victoria at Court Location for a licence eligibility order under section 31B of the *Road Safety Act 1986*.

Date: _____

Signature of applicant or applicant’s lawyer

Details of the hearing- [Court use only]	
A hearing of this application will be held at the Magistrates’ Court as follows:	
Date: _____	Time: _____
Place: _____	_____

Date: _____

Registrar of the Magistrates’ Court

IMPORTANT NOTES FOR REGISTRAR: Please ensure this application has been emailed to the respondent.

What is a Licence Eligibility Order?

If your driver licence permit has been cancelled because of a drug-driving offence or another drug related offence resulting in a licence cancellation or disqualification, you'll be required to get a Licence Eligibility Order (LEO) from a Magistrates' Court.

A Licence Eligibility Order is a court order you may need before you can apply to VicRoads to get your driver licence back. Not everyone needs this order. It depends on your offence.

Who needs to apply for a Licence Eligibility order?

You may need to make this application if:

- Your licence was cancelled for serious offences (e.g. culpable driving, police pursuit, vehicle theft)
- You refused a drug test
- VicRoads has told you a court order is required

You must complete your cancellation period, and any other bans, and meet all your licensing requirements before applying for a new licence.

Apply at least 28 days before your cancellation ends. The court will set a date at least 28 days later, but not before your cancellation is finished.

If your offence is drink driving only, you will usually apply directly to VicRoads instead.

How to apply to a Magistrates Court

Step 1. Complete any required programs

- If your offence involved drugs or alcohol:
- You must complete a Behaviour Change Program. VicRoads will send you a notice telling you which program to attend. Bring this notice to court with you.
- You will receive a certificate when you finish. Bring this certificate to court with you. Bring this certificate to court with you.

Step 2. Pay your fines

- The judicial officer will ask if you have paid your fines. The court may check this. Unpaid fines may delay your application being heard.

Step 3. Apply to the Court

You must apply at least 28 days before your cancellation ends. You can apply by:

- Attending court in person and completing a paper form
- Downloading the form and emailing or lodging it at court
- Asking a lawyer to apply on your behalf

The court will set a hearing date (at least 28 days after you apply).

Step 4. Attend a Police Interview

- You will be asked to attend an interview with Victoria Police before your court hearing.
- If police do not contact you within 7 days before your hearing, you should call your local police station to arrange the interview.

Your hearing date

At your hearing:

- Bring all required documents (Notice from VicRoads, program certificates). Be ready to discuss your application.

Interpreters

- If you need an interpreter for this application, you must organise and pay for the interpreter yourself.
- The court can arrange Auslan interpreters.

If you cannot attend your hearing

- Contact the court as soon as possible before the hearing date.
- You may be able to ask for a new hearing date (adjournment).

After the hearing

The court will:

- Tell you the outcome of your application
- Explain what you need to do next

If your application is successful, you can then apply to VicRoads for your licence.