



# Applying for a Time to Pay Order

## What is a Time to Pay Order?

A Time to Pay Order is an agreement to make scheduled payments or to pay your outstanding fines or infringements on or before an agreed date.

If your application for a Time to Pay Order is approved your fine suspension(s) will be lifted.

## How do I know if I am eligible to apply for a Time to Pay Order?

You are eligible to apply for a Time to Pay Order if your matter is registered with the Fines Enforcement Registry for enforcement and you have not paid your Infringement Notice or Court Fine by the due date.

You are not eligible to apply for a Time to Pay Order if your Fines Enforcement Registry case(s) have progressed to an Enforcement Warrant(s).

If this applies to you, see the **Fact Sheet - Enforcement Warrant(s) and Stay of Execution** for more details.

If you want to dispute an infringement in court, you will not be able to do so if your matter is placed on a Time to Pay Order.

## How do I apply for a Time to Pay Order?

Applications for a Time to Pay Order can be made online at [www.justice.wa.gov.au/fer](http://www.justice.wa.gov.au/fer).

If your last Time to Pay Order was breached or cancelled, or if you have outstanding Enforcement Warrant(s), you will not be able to apply online.

Applications can also be made by completing an application for a **Time to Pay Order** available from [www.justice.wa.gov.au/fer](http://www.justice.wa.gov.au/fer). This form can also be obtained from a Magistrates Court. Email the completed application form to [ferhttp@justice.wa.gov.au](mailto:ferhttp@justice.wa.gov.au).

Alternatively, call the Fines Enforcement Registry on 1300 650 235 (from landlines) or 9235 0235 (for mobile/interstate callers) as you may be able to set up a Time to Pay Order over the phone.

## What happens if I miss a scheduled payment?

If you miss a scheduled payment you will fall into breach. It is your responsibility to maintain your payments under a Time to Pay Order.

If you are having problems making payments, contact the Fines Enforcement Registry on 1300 650 235 (from landlines) or 9235 0235 (for mobile/interstate callers).

If you fail to maintain your payments under the Time to Pay Order, a breach or cancellation will occur and your driver's and/or vehicle licence will be suspended.

It can also result in further enforcement action being taken against you.

## Why is my Time to Pay Order cancelled?

A cancellation happens automatically when you do not make payments in accordance with your Time to Pay Order.

If your Time to Pay Order has been cancelled, you can contact the Fines Enforcement Registry or attend a registry of the Magistrates Court and apply to have the Time to Pay Order reinstated.

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