

## **Steward Message**

As Stewards, part of our role is to keep PRDJ Members informed, prepared and supported in all matters. We aim to improve and increase Members' knowledge, skills and strategies by providing clear guidance, practical approaches with assistance to act with clarity, responsibility and proper standing and promoting accountable, transparent and Honorable conduct.

This guide has been prepared to assist Members by outlining the key steps, processes and considerations that support safe and confident passage, before they embark in a PRDJ- registered automobile or carriage.

## **Guide**

### **Plate disposal process**

1. Return the plates in person to the relevant state services or transport office.
2. Complete the form used by the authority to record the return or disposal.
3. When asked for the reason, write 'no longer required'.
4. Request copy of form or receipt [record of transaction]

### **Selecting Suitable Insurance**

Explore insurance as it provides financial protection and a practical remedy when property [comprehensive or third-party property] is damaged or a person is injured [third-party injury].

**Documents** *Carry the following documents in the automobile or carriage:*

- Current insurance certificate, policy schedule or insurance note.
- ID
- PRDJ automobile or carriage registration certificate.
- Trespass Notices [PDF attached]



## **Automobile, Carriage and Travel Guide Travel Pack**

### **Interactions with Police & Private Property**

1. When private property is confiscated or seized state, *“I do not consent to you interfering with my property”*
2. Ask for Officer(s) name, station
3. Request a field property receipt [for your private property]
4. If your automobile is towed, request the name of officer, delivering it and name and address of the company its being delivered to.

### **Three-step Script**

1. State your name and address
  2. Supply identification [Travel pass/proof of age card]
  3. State *“On legal advise, I choose to remain silent”*
- Then remain **SILENT**

**If questioning continues** *“on legal advise I choose to remain silent”*

### **Actions after Interaction:**

1. Create a record and include;
  - Date, time, location and duration of interaction
  - Name, rank and station of every attending officer.
  - Names and contact details of witnesses.
  - Write a chronological account as soon as possible
  - Preserve original audio, video, dashcam footage, photographs, messages and documents
  - Record any property removed, seized, confiscated or damaged and the receipt
2. Contact Police

Write to Police Station/Officers notifying the Officer in Charge that at **[date, time, location]** Officers **[name, rank]** seized property [name item(s)] without providing a receipt and request the location and return of **private property**

3. Contact your Steward and submit a litigation request