



# Victim Impact Statement Form

**You can use this form to prepare your Victim Impact Statement. It includes:**

- Sections to help you describe impacts of the crime on you
- A statutory declaration to make your Victim Impact Statement a legal document

**You do not have use this form to prepare a Victim Impact Statement. It is a guide only.**

## How to use the Victim Impact Statement form

This form will help you prepare a Victim Impact Statement (VIS), but it is only a guide.

You don't need to use the form to prepare a VIS.

If you use this form, you **must fill out:**

- **Section 1** – case information
- **Section 6** – the statutory declaration.

You can leave other sections blank if they do not apply to you.

You can write your VIS by hand or type it.

If you need more space to write, you can add typed or handwritten pages to this form.

You can also add other materials to your VIS if it helps explain how a crime has affected you. These can be letters, poems, photographs, drawings, medical reports or other attachments.

This form is also available on the Victims of Crime website:  
[www.justice.vic.gov.au/victimsofcrime](http://www.justice.vic.gov.au/victimsofcrime).

## Make sure your Victim Impact Statement is legal

Your Victim Impact Statement must include a ***statutory declaration***.

It will not be accepted in court otherwise.

**Section 6** of this form is a ***statutory declaration*** and must be completed.

A ***statutory declaration*** is a statement you sign that you declare to be true and correct in front of an ***authorised witness***.

If what you state is not true you can be charged with ***perjury*** (making a false statement under oath).

An authorised witness is a lawyer, police officer, doctor, dentist, pharmacist, vet, bank manager or State school principal.

You can read more about statutory declarations at [www.justice.vic.gov.au](http://www.justice.vic.gov.au).  
Do a site search for 'statutory declaration'.

## SECTION 1

### Case information

You must fill this section out.

This information helps the court know which case your Victim Impact Statement relates to.

a) Your name:

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b) If you are not the direct (primary) victim of the crime, please write the name of the primary victim below and describe your relationship to the victim.

Victim's name: 

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Your relationship with the victim: 

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c) Name of the accused (if known):

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d) Name of the police informant (if known):

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e) Name of the Office of Public Prosecutions (OPP) solicitor  
(if known or if there is one):

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f) Would you like your Victim Impact Statement read aloud in court?

The judge or magistrate will decide if you can read all of your Victim Impact Statement or only some parts of it aloud in court.

☐ NO – I do not want my Victim Impact Statement read aloud in court

☐ YES – I would like my Victim Impact Statement read aloud in court

☐ I'm not sure yet

If you would like you, or someone else, to read your VIS aloud in court, please discuss this with the OPP solicitor or the police informant as soon as possible as arrangements will need to be made to ensure this can happen.

## SECTION 2

### Emotional impact of the crime

This section is a guide only. You don't need to fill it out.

You can use this section to describe any emotional impacts of the crime, including:

- your general feelings of wellbeing or enjoyment of life
- how the crime has affected any relationships (with your partner, family, friends or co-workers)
- any emotions or feelings related to the crime (such as hurt, anger, fear, frustration)
- effects on your lifestyle and activities (such as trouble sleeping, eating, working)
- psychological effects of the crime, including any treatment required (such as depression, anxiety, stress).

The court considers any 'significant adverse effects' of a crime. These include grief, distress, trauma or injury experienced or suffered by you because of a crime.

You can add a medical report to this form if you think it will help the court understand the emotional or psychological effects of the crime on you.



## SECTION 3

### Physical impact of the crime

This section is a guide only. You don't need to fill it out.

You can use this section to describe any physical impacts of the crime, including:

- injuries sustained as a result of the crime (such as broken bones, nerve damage)
- how injuries have affected your life (such as work, sport or leisure activities)
- any long term impacts of injuries on your life
- any medical treatment required including future or ongoing medical treatment.

You can add a medical report to this form if you think it will help the court understand physical effects of the crime on you.



## SECTION 4

### Financial impact of the crime

This section is a guide only. You don't need to fill it out.

This section can help you describe any financial impacts of the crime on you. This might include:

- loss of earnings because of the crime (such as if a physical or psychological injury has affected your ability to work)
- general expenses caused by the crime (such as home security, replacing items)
- travel expenses because of the crime (such as court appearances)
- medical treatment needed because of the crime (such as ongoing treatment for a recurring injury the crime caused).

You can add a medical report or other documents such as receipts or invoices if you think it will help the court understand the financial impacts of a crime on you.





## SECTION 5

### More information about the impact of the crime

This section is a guide only. You don't need to fill it out.

This section helps you describe other ways the crime has affected you. For example, you may describe how your life has changed since the crime or how you see your future.

You can add materials such as letters, poems, or drawings to this form if they help you express how a crime has affected you.

## SECTION 6

### Statutory declaration

I do solemnly and sincerely declare that this declaration is true and correct, and I make it with the understanding and belief that a person who makes a false declaration is liable to the penalties of perjury.

Declared at \_\_\_\_\_ In the state of Victoria,

on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

.....

Signature of person making this declaration

[to be signed in front of an authorised witness]

Before me,

.....

Signature of Authorised Witness

[The authorised witness must print or stamp his or her name, address and title under section 107A of the *Evidence (Miscellaneous Provisions) Act 1958* (as of 1 January 2010), (previously *Evidence Act 1958*), (eg. Justice of the Peace, Pharmacist, Police Officer, Court Registrar, Bank Manager, Medical Practitioner, Dentist)]