Mr Robert Lansfield  
123 Smith Street  
Auburn NSW 2144

20 June 20xx

Commissioner of Victims Rights  
Victims Services  
Locked Bag 5118  
PARRAMATTA NSW 2124     

Dear Commissioner of Victim Rights,

**RE: Payment of an order for restitution  
Name of defendant: Robert Lansfield  
Debt Number: 555**

I refer to the above order for restitution made against me on 5 June 20xx.

The amount of the order is for $10,000.

I attach a bank cheque in the amount of $10,000 made payable to the NSW Department of Communities and Justice.

Please send me a receipt as soon as possible.

Kind regards,

R.Lansfield

Robert Lansfield