Request for exemption from paying fees for ACT Law Courts or ACT Civil and Administrative Tribunal matter

This form refers to the *Court Procedures Act 2004* s 15(2)(a)(i) (exemption of fees)

Use this form if:

- You are the person named on a Commonwealth-issued Health Care Card, Low Income Health Care Card or Pensioner Concession Card.
- You are legally assisted under a scheme or service listed below.

When returning your completed application form to the registry you will need to attach photocopies of documentary evidence of any of the above (such as your Health Care Card) or written confirmation that you are legally assisted by a service listed below. Photocopy both sides of the card or other document if it has writing on both sides. The registry will contact you if more supporting information is required.

You must notify the Registry if there is any change to your circumstances that alters the information given in this request while the Court is dealing with your case.

File number (office use only):

Applicant Details

Given name

Family name (surname)

Email address

Telephone number (best number to reach you on)

Street address

Suburb

State

Postcode

Reason for seeking exemption to pay a fee: (tick applicable)

I am named on a current Commonwealth-issued:

- ☐ Health Care Card
- ☐ Pensioner Concession Card
- ☐ Low Income Health Care Card

I am legally assisted under the following scheme or service:

- ☐ Legal Aid ACT
- ☐ Aboriginal Legal Service (NSW/ACT) Ltd
- ☐ Canberra Community Law Ltd
- ☐ Women's Legal Centre (ACT & Region) Inc

Signature of applicant

Date

- ☐ I have attached written confirmation of my legal assistance.
- ☐ I have attached a copy of my concession/ pensioner card.
- ☐ I have a digital concession/pensioner card.