

APPLICATION FOR WAIVER, REDUCTION OR POSTPONEMENT OF FEES

PLEASE COMPLETE ALL PARTS OF THIS FORM THAT RELATE TO YOUR APPLICATION.
PLEASE PRINT CLEARLY.

IN THE ENVIRONMENT COURT at (Place)

I,
(Full Name)

of
(Organisation (if applying on behalf on an organisation))

.....
(Contact Address)

.....
(Daytime contact phone number)

solemnly and sincerely declare that I intend to undertake / have already undertaken the following step: (please tick the appropriate box and complete where necessary)

File a new proceeding in this Court
(Case Title)
.....
(Case number (if known))

I have been advised that a fee of \$ is payable.
(Amount of fee)

I have not previously made an application for this fee to be waived, reduced or postponed.

OR

I applied for this fee to be waived, reduced or postponed on..... (date).

That application was refused, but my circumstances have now changed and I wish to make a new application.

I now apply to the Court to: (please tick the appropriate box)

Waive this fee

OR

Reduce this fee to \$

Postpone payment of this fee until(date)

on the grounds that:

I am unable to pay this fee



GO TO SECTION "A"

and/or

this fee relates to a proceeding that concerns a matter of public interest, and the proceeding will not be commenced or continued unless this fee is waived, reduced or postponed



GO TO SECTION "B"

(Note: If applying under both grounds, complete BOTH Section "A" AND "B")

INSTRUCTIONS

The rest of this form contains 4 sections. These are:

Section A: Inability to Pay this Fee

Complete this section if you are unable to pay the fee. Please ensure that you complete all parts of this section that relate to you. If you are currently waiting for a decision about legal aid, but need to commence or take steps in a proceeding urgently, then complete both sections "A" and "C".

Section B: Matter of Public Interest

Complete this section if the proceeding involves a matter of public interest that, unless the fee is waived, reduced or postponed, would be unlikely to be commenced or continued.

Section C: Request that Documents are Accepted while Decision is Pending

Complete this section if you need to file documents or take steps to commence or continue a proceeding immediately or within a prescribed time limit.

Section D: Declaration

You must complete this section, and make the declaration in front of someone who is able to take and receive statutory declarations, such as: the Registrar of a Court, a Solicitor, a Justice of the Peace or a Member of Parliament.

SECTION A: INABILITY TO PAY THIS FEE

Complete this section if you are unable to pay the fee.

Why are you unable to pay the fee? If it would assist, please fill in the following sections about income and expenditure, or, if your application is for an organisation, please attach information about the organisation's financial situation.

.....
.....
.....
.....

FINANCIAL CIRCUMSTANCES

Income:

\$ Total weekly income (after payment of taxes)

from:

Wages/salary working as

Other source (specify)

.....
.....

Other funds:

Current balance(s)

in account(s)

\$

.....

\$

.....

\$

.....

\$

.....

List assets (e.g. house, other property, car, boat, shares) and other persons' interests in those:

.....
.....
.....
.....
.....
.....

List current liabilities (e.g. mortgage, hire purchase, repayment of loans, etc) and other debts:

.....
.....
.....
.....
.....
.....

Number of dependants:

Regular weekly living expenses:

\$

- Mortgage/Rent/Board**
- Food/groceries**
- Power/heating**
- Phone**
- Petrol/travel**
- Rates**
- Insurance(s)**
- Hire purchase**
- Loan payments**
- Other payments**
(e.g. medical)

TOTAL WEEKLY EXPENSES: \$

- **To what extent does the income of other members of your household contribute to meeting these expenses?**

.....
.....
.....
.....

- **How would you be affected if your application for waiver, reduction or postponement was declined?**

.....
.....

.....
.....

- **What other matters could be raised in support of your application?**

.....
.....
.....
.....
.....

SECTION B: MATTER OF PUBLIC INTEREST

Complete this section if the proceeding involves a matter of public interest.

Why do you consider your proceedings concern a matter of public interest?

.....

.....

.....

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.....

If your application for the fee to be waived, reduced or postponed on these grounds is refused, would this affect your decision to commence or continue with the proceeding to which this fee relates?

- No. I would commence or continue with the proceeding anyway.
- Yes. If this application is refused, this would affect my decision as to whether to commence or continue with this proceeding.
If "yes", how? *[Give reasons. Attach an affidavit in support, if necessary.]*

.....

.....

.....

.....

SECTION C: REQUEST THAT PROCESSES CONTINUE WHILE WAIVER DECISION IS PENDING

Complete this section if you need to file documents or take steps to commence or continue a proceeding immediately or within a prescribed time.

I request:

the document(s) to which this application relates is/are accepted for filing,

or

the step(s) to which this application relates is/are allowed to proceed,

AND that payment of the fee is postponed until the date on which I am notified of the determination of my application for the fee to be waived, reduced or postponed.

I understand that, if my application for waiver is declined by a Registrar or Deputy Registrar, then, unless I apply for a review of the Registrar's or Deputy Registrar's decision:

(a) I must pay the fee to which this application relates, without delay, to the Registrar or Deputy Registrar;

(b) the fee is recoverable as a debt due to the Crown in any Court of competent jurisdiction; and

(c) I cannot take any further step in the proceeding to which the fee relates unless I first pay the fee.

