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Last reviewed: 6 Sep 2021 Last published: 6 Sep 2021 \$ Latin Dayz \$ Finesse Tess \$ Sancy Rose \$ I'm Callin' Dibs \$ Em Cee Gee \$ Gumnuts \$ Fudginit , Race 2\$ Celtic Princess \$ The Delinquent \$ Jumping Power \$ Madonna Falls \$ Liz' Delight \$ Dream Halo , Race 3\$ Bossuka \$ The Kelly Gang \$ Shadow Snow \$ Shooting For Kate \$ The Appointed Time \$ Wishnowsky , Race 4\$ Agostini \$ Count Michelin \$ Art Thief \$ Riverside Blues \$ Meteorano \$ Blax , Race 5\$ Mopar \$ Myola Milly \$ Scenic Sight \$ Keep On Loving You \$ Too Hot To Hold \$ Platinum Deal , Important: Please read the information about your matter type including the application process before selecting a form and making an application. Fact sheets are also available.When applying, please ensure you provide a stamped self-addressed envelope with your application.Please contact us if you need help finding information or resources.Timeframes for filing forms and materialThere are strict time limits that apply to lodge some types of applications. Please read the information about your matter type including the application process before selecting a form and making an application.All forms or material to be relied on at a hearing must be filed in advance of the hearing and a copy given to all of the other parties.Affidavits and statutory declarationsOn 30 April 2022 the Justice and Other Legislation Amendment Act 2021 commenced, which introduces new permanent laws for the making of affidavits and statutory declarations. Until QCAT has updated its forms, please continue to use the current forms available.Forms by matter type Forms - general Forms by matter type Anti-discrimination matters Learn more about anti-discrimination matters and the application process.An application to review a decision of the Anti-Discrimination Commissioner regarding lapsed complaint can found in administrative decisions. Back to top Building disputes Learn more about building disputes and the application process.Before you make an applicationParties are required to participate in a dispute resolution process with the Queensland Building and Construction Commission (QBCC) before making a commercial or domestic building dispute application to QCAT.A letter from the QBCC advising of the outcome of this process must be provided when commencing a QCAT application. Applications cannot be accepted at QCAT without this letter from the QBCC. Back to top Children and young people matters Learn more about children and young people matters and the application process. Back to top Clinical research Back to top Consumer and trader disputes, and property damage disputes Learn more about consumer and trader and property damage disputes and the application process. Back to top Debt disputes Before lodging an application or response, read about debt disputes and the application process.You can save time and complete a minor debt application (form 3) and pay online. You will still need to lodge a copy of your application at a QCAT registry.You can respond to a minor debt dispute online (form 7). Completing this form online will save time and you won't need to lodge a hard copy of the response. A minor civil dispute about minor debt can involve disagreements with another person, business or company about a fixed or agreed sum of money, valued up to \$25,000 (excluding interest). This form 3 is approved under the Queensland Civil and Administrative Tribunal Act 2009 (the QCAT Act). Approved entities or solicitors can file electronic minor debt forms through a service provider (CITEC). These forms include forms 4 and 5 approved under the QCAT Act. Back to top Decision-making for Adults with impaired capacity Guardianship, Administration and Enduring Powers of AttorneyLearn more about Decision-making for Adults with impaired capacity including guardians and administrators and the application process. Form to be completed to by medical and related health professionals to provide information to assist the tribunal to review the use of restrictive practices for adults with intellectual or cognitive disability and challenging behaviours, appoint guardians to make decisions about personal/lifestyle/health matters and restrictive practices, and appoint administrators to make decisions about financial and property matters for an adult with impaired decision-making capacity. Back to top Dividing fences Read more about dividing fences.If your dispute relates to recovering a debt based on an agreed fixed amount for fence work, you can save time and complete a minor debt application (form 3) and pay online. You will still need to lodge a copy of your application at a QCAT registry. Back to top Miscellaneous matters Use form 40 for an:Application for directionsApplication to dismiss or strike out a proceedingApplication for a closed hearingApplication for non-publication orderApplication to refer rejection or conditional acceptance of application or referral to tribunal for reviewApplication for direction requiring another party to produce document, thing or informationApplication for order requiring person to produce document or thingApplication for an adjournmentOther*Do not use this form if your matter relates to guardianship or administration.Please use Form 12 - Application for miscellaneous matters - guardianship Back to top Motor Vehicle Disputes Learn more about motor vehicle disputes and the application process. Back to top Occupational regulation matters Learn more about occupational regulation matters and the application process.You can lodge Form 22 online - or use the .pdf version below. The online version will save you time and you can upload documents to support your application. Back to top Other civil disputes Learn more about civil disputes and the application process. Back to top Residential tenancy disputes Before making an application please read residential tenancy disputes and the application process. Back to top Retail shop lease disputes Learn more about retail shop lease disputes and the application process. Back to top Review of administrative decisions Learn more about the review of administrative decisions and the application process. Back to top Tree disputes Before making an application or response, please read Tree dispute resolution and consult the Application checklist - Tree dispute resolution.Please note: if your dispute relates to recovering a debt based on an agreed fixed amount for the removal of minor overhanging branches, refer to Form 3 - Application for minor civil dispute - minor debt under Debt disputes Back to top Withdrawal of an application or referral Applications can be withdrawn for a number of reasons, for example the matter was successfully resolved at mediation and there is no need for a final hearing. For most matters the Tribunal's leave is not required to withdraw an application or referral. However, some legislation requires an applicant to seek leave to withdraw an application or referral before it is withdrawn.To apply for leave to withdraw or to lodge a notice of withdrawal you can use our online application. Completing online will save you time and you won't need to lodge a hard copy, or download Back to top Forms - general Affidavits Affidavit - generic (DOC, 31.0 KB) An affidavit is a formal sworn statement of fact, signed by the author, who is called the affiant or deponent, and witnessed as to the authenticity of the affiant's signature by a taker of oaths. Affidavit in support of a request for a decision by default (PDF, 303.1 KB) Form to be completed relating to an affidavit in support of a request for a decision by default. This form is used in conjunction with Form 37 Request for a decision by default in matters other than minor civil dispute Form 9 - Affidavit of service (PDF, 520.4 KB) The Affidavit of service must be lodged in the QCAT registry where the application that started the proceeding was lodged. SEPA Form 1 - general - non mcd.pdf (PDF, 55.4 KB) Form relating to the Service and Execution of Process Act - Form 1 for general - non-MCD matters - for interstate service. SEPA Form 1 - MCD minor debt.pdf (PDF, 52.9 KB) Form relating to the Service and Execution of Process Act - Form 1 for MCD (minor debt) matters - for interstate service. SEPA Form 1 - MCD non minor debt.pdf (PDF, 52.1 KB) Form relating to the Service and Execution of Process Act - Form 1 for MCD - non minor debt - for interstate service. Back to top Appeals Form 39 - Application for leave to appeal or appeal (PDF, 301.9 KB) Form to be completed relating to an application for leave to appeal or appeal. Back to top Change of contact details Submit your request to change your contact details online OR use the .pdf below. Contact details update form (PDF, 337.5 KB) This form can be used to change your contact details with QCAT. Back to top Complaints and feedback Complaint letter template (DOC, 35.0 KB) complaint letter template Complaint_management_policy (PDF, 409.9 KB) QCAT child friendly feedback form.docx (DOCX, 360.8 KB) Form for children or young people to make a complaint or provide feedback on a QCAT service or matter. QCAT complaint form new (PDF, 234.1 KB) QCAT Registry Complaint Policy (PDF, 135.0 KB) Back to top Electronic Evidence QCAT Declaration form for the use of audio video and photographs in tribunal proceedings (DOCX, 113.2 KB) Back to top Fees and payments Credit Card Payment Authorisation (PDF, 221.0 KB) Form to be completed if a client would like to make a credit card payment to QCAT. The credit card payment authorisation form will only be accepted by post or facsimile. This form MUST NOT be sent via email and will not be accepted via email. Form 49 - Application for waiver of fees by reason of financial hardship (PDF, 398.4 KB) Form to be completed relating to an application for waiver of fees by reason of financial hardship. Back to top Requesting reasons Submit your request for reasons online OR use the .pdf below: Request for reasons (PDF, 212.8 KB) Back to top Service Form 9 - Affidavit of service (PDF, 520.4 KB) The Affidavit of service must be lodged in the QCAT registry where the application that started the proceeding was lodged. Notice of address for service - legal matters.doc (DOC, 181.5 KB) This form is for use by respondents in legal profession matters only, as required by Practice Direction 2 of 2010. SEPA Form 1 - general - non mcd.pdf (PDF, 55.4 KB) Form relating to the Service and Execution of Process Act - Form 1 for general - non-MCD matters - for interstate service. SEPA Form 1 - MCD minor debt.pdf (PDF, 52.9 KB) Form relating to the Service and Execution of Process Act - Form 1 for MCD (minor debt) matters - for interstate service. SEPA Form 1 - MCD non minor debt.pdf (PDF, 52.1 KB) Form relating to the Service and Execution of Process Act - Form 1 for MCD - non minor debt - for interstate service. Back to top Other Application for decision order by consent (PDF, 457.4 KB) Form to be completed relating to an application for decision/order by consent. Application to attend a proceeding by telephone or video (PDF, 531.5 KB) Form to be completed relating to an application for attendance at hearing, compulsory conference or mediation by remote conferencing. Form 23 - Application to review a decision (PDF, 417.6 KB) Form to be completed relating to an application to review a decision. Form 36 - Response and/or counter-application (PDF, 311.8 KB) A response is a document that sets out each fact on which you rely to refute the application that has been made against you, and a counter-application is an application by the respondent against the applicant or another party. Form 37 - Request for a decision by default in matters other than minor civil dispute (PDF, 297.5 KB) Form to be completed when requesting a decision by default in matters other than minor civil disputes. Form 38 - Hearing notices: application for notice requiring witness to attend a hearing or produce document/thing at a hearing (PDF, 539.3 KB) Form to be completed relating to an application for notice requiring witness to attend or produce document or thing. Form 41 - Application for interim order (PDF, 578.8 KB) Form to be completed relating to an application for interim order. Form 42 - Application to extend or shorten a time limit or for waiver of compliance with procedural requirement (PDF, 738.1 KB) Form to be completed relating to an application to extend or shorten a time limit or for waiver of compliance with procedural requirement. Form 43 - Application for reopening, correction, renewal or amendment (PDF, 621.5 KB) Form to be completed relating to an application for reopening, correction, renewal or amendment. Form 44 - Application to stay a decision (PDF, 657.8 KB) Application form relating to an application to stay a decision. Form 45 - Application to be joined to a proceeding (PDF, 490.3 KB) Form to be completed relating to an application to be joined to a proceeding. Form 55 - Application to set aside or amend a default decision (PDF, 523.3 KB) Use this form to apply to the tribunal to set aside or amend a decision by default. Form 56 - Application for leave to be represented (PDF, 729.8 KB) Form to be completed relating to an application for leave to be represented. Notice of address for service - legal matters.doc (DOC, 181.5 KB) This form is for use by respondents in legal profession matters only, as required by Practice Direction 2 of 2010. Notice of Intention to Seek Compensation Order under the Legal Profession Act 2007 (PDF, 169.8 KB) NOTICE OF INTENTION TO SEEK COMPENSATION ORDER UNDER THE LEGAL PROFESSION ACT 2007 Request to file agreement (PDF, 380.7 KB) Form to be used if you have not made an application to the tribunal to resolve a dispute but have reached an agreement required to be filed in the tribunal. Back to top How to make an application or referral If there isn't a form for your type of matter, you can write a letter to QCAT, being sure to include:your name and contact details,the name and contact details of any other party or legal or other relevant representative,the type of application or referral you're making and the reasons for irrelevant legislative references, ie the provision of the Act or enabling Act under which your application or referral is being made,the decision you are seeking from QCAT.You must then sign the letter.Your letter can be posted to, or submitted in person at, QCAT. See the contact us page.More information is set out in rule 10 of the Queensland Civil and Administrative Tribunal Rules 2009.

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