

Search request form (Employment Court)

Contact details of person making request:

Name.....

Phone number or address.....

Search type and fees required:

Database Search. A fee of \$30:00 is payable for the first name or case searched in Court records relating to applications to the Employment Court. A further fee of \$5.00 is payable for each additional name or case searched.

- These fees are prescribed by the High Court Fees Regulations 2013.
- No fee is payable by a party who wishes to search and copy a file to which they are a party (rule 56(a) of the High Court Fees Regulations 2013).

Search details (Please complete details below as known or relevant):

1. Party Last Name (or name of organisation):.....

2. Party First Name:..... Party Middle Name(s):.....

3. Time period to be searched (during which proceedings of interest may have been commenced):

From to

4. If the person or organisation have another name by which they are sometimes known, or if there is another spelling of the name that you would like included in the search, record that here.

.....

5. Name of other party to the proceeding (if known):.....

6. File number/s or date on which case was before the Court (if known):.....

7. Registries to be searched (indicate one or more or all registries as appropriate, if the search is to include registries other than the registry where the request is made).

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Please note:

- If files of interest to you are identified from the search then you may be able to receive information from the Court registry as to Court hearings and the documents filed.
- Access to files may be subject to restrictions and fees may be payable for any documents copied.
- Search results may not include the outcome of recent Court hearings, and documents recently received in the Court.

Outcome of search:

One or more entries found (proceeding numbers.....)

No relevant entries found.

Search completed on / / at am/pm. Outcome of search advised on / /

.....
(signature of Court Official)

.....
(print name)