

FORM 3

Matter No.

ORDINARY APPLICATION

FOR APPLICATIONS OTHER THAN AN INITIATING APPLICATION

PARTIES

APPLICANT/S:

RESPONDENT/S:

DETAILS OF APPLICATION

PARTY MAKING THIS ORDINARY APPLICATION:

ORDER YOU WANT NTCAT TO MAKE¹:

THE ORDER IS SOUGHT UNDER²:

REASONS WHY NTCAT SHOULD MAKE THE ORDER³:

SIGNATURE

SIGNATURE OF APPLICANT OR APPLICANT'S REPRESENTATIVE⁴: _____

NAME:

DATE:

¹ Briefly state the order you are seeking. For example, "An order extending the time to [identify action]"; "An order joining [state name] as a party to the proceedings"; "An order that the [respondent/applicant] provide the following documents...".

² Specify the section of the NTCAT Act or other Act, or the NTCAT rule, under which the application is made (if any).

³ Provide a brief summary of the facts and circumstances that make the order(s) sought necessary. You should also attach to your application a copy of any evidence you rely upon.

⁴ A person signing as representative of a party warrants to NTCAT that he/she has the lawful authority to do so.

TIME FOR SERVICE

(NTCAT to complete)

A copy of this ordinary application plus a copy of any and all evidence relied upon in support of the ordinary application must be served on the respondent/s as soon as possible and in any case

by no later than _____

NEXT IMPORTANT DATE

(NTCAT to complete)

IF YOU WISH TO OPPOSE THE ORDINARY APPLICATION, or if you otherwise wish to be heard in relation to it, **YOU MUST ATTEND** at the hearing room, NTCAT Office, Darwin / Alice Springs at _____ AM/PM on ____ / ____ / ____ for the hearing of the ordinary application.

NOTE – IF YOU FAIL TO ATTEND AT THE NOMINATED TIME, ORDERS MAY BE MADE IN YOUR ABSENCE.

IMPORTANT MATTERS

1. NTCAT rule 3 deals with the service of documents in NTCAT proceedings.
2. A party who wants to rely on evidence at the hearing of the ordinary application must file a copy of it with NTCAT and must serve a copy on each other party (see NTCAT rule 8.8).
3. NTCAT may conduct the hearing of the ordinary application despite the absence of a person served with it (see NTCAT rule 8.9).

FILING YOUR APPLICATION WITH NTCAT

By Email to: AGD.ntcat@nt.gov.au (scanned copy of the signed original)

In Person:

NTCAT DARWIN OFFICE
Level 1, The Met Building
13 Scaturchio Street
Casuarina NT 0810

NTCAT ALICE SPRINGS OFFICE
Westpoint Building
1 Stott Terrace
ALICE SPRINGS NT 0870

Remote Locations:

In any Northern Territory Court Facility

By Post to:

NTCAT
PO Box 41860
CASUARINA NT 0810

NTCAT USE ONLY

Date Filed:	Accepted by Registrar: YES / NO Date Accepted:
Application Fee Processed: YES / NO	Receipt No.: File No.: