

FORM 13B – Response

Rule 13.03(1)

RESPONSE

IN THE MAGISTRATES' COURT
OF VICTORIA AT MELBOURNE
INDUSTRIAL DIVISION

Court Number:

BETWEEN

Plaintiff

OF

and

Defendant

OF

TO THE PLAINTIFF

AND

TO THE REGISTRAR OF THE MAGISTRATES' COURT AT MELBOURNE

TAKE NOTICE that the defendant's response to a claim made by the plaintiff is attached.

RESPONSE TO A CLAIM MADE BY THE PLAINTIFF

DEFENDANT DETAILS

Is the defendant correctly identified in the complaint?

Yes (*Go to "Contact person details"*)

No (*Go to next question*)

What is the correct name?

Registered office or trading address:

Contact person details:

Name:

Position:

denied for the following reasons:

Commission: \$

This element of the claim is:

admitted not admitted

denied for the following reasons:

Leave entitlements: \$

This element of the claim is:

admitted not admitted

denied for the following reasons:

Penalty rates: \$

This element of the claim is:

admitted not admitted

denied for the following reasons:

Allowances: \$

This element of the claim is:

admitted not admitted

denied for the following reasons:

Notice of termination: \$

This element of the claim is:

admitted not admitted

denied for the following reasons:

Unauthorised deduction from wages: \$

This element of the claim is:

admitted not admitted

denied for the following reasons:

Response to any other alleged breach:

This element of the claim is:

admitted

not admitted

denied for the following reasons:

NOTICE OF INTENTION TO COUNTERCLAIM BY DEFENDANT

The defendant may counterclaim against the plaintiff in the proceeding only with leave of the Court. This section is to be completed if the defendant intends to make a counterclaim against the plaintiff in the proceeding.

The defendant intends to make a counterclaim against the plaintiff as follows (*provide details of the nature of the breaches, applicable legislation if known, and any amounts claimed*):

SMALL CLAIMS PROCEDURE

Only applicable if the matter is a small claim under the Fair Work Act 2009 of the Commonwealth.

The small claims procedure does not allow a party to be represented by a legal practitioner unless the Court grants permission.

Do you intend to seek to be represented?

Yes No

If you intend to seek leave to be represented, please provide the representative details in the "Representative Details" section above.

Signed by the defendant or defendant's representative

Name:

Date: