

AFFIDAVIT OF FINANCIAL CIRCUMSTANCES

Please note, your application will not be accepted unless the following documentation is provided (where applicable):

- Bank statements for all accounts and loans held by you for at least three months preceding this application.
- Copies of pay slips for three months immediately preceding this application (if employed).
- Your latest business activity statement (if self-employed).
- Copies of statements of any government payments received within three months immediately preceding this application.
- A copy of your current Health Care Card (if applicable).
- If you own property, a copy of your most recent council rates notices, showing the valuation of your property.
- If you own any financial assets, copies of statements or other documentation evidencing those assets and income derived from them.
- If you are represented by a solicitor, a signed cost agreement and disclosure statement.

Please answer the following:

	Yes	No
1 Are you aware that even if you are successful in this matter, you may have to pay your own legal fees and witness costs?	<input type="checkbox"/>	<input type="checkbox"/>
2 Are you aware that if you are unsuccessful in this matter, it is highly likely that you will incur your own legal costs, costs of the other parties and witness costs?	<input type="checkbox"/>	<input type="checkbox"/>
3 Do you have a solicitor acting for you in this matter?	<input type="checkbox"/>	<input type="checkbox"/>
4 Do you propose to have a solicitor act for you?	<input type="checkbox"/>	<input type="checkbox"/>
5 If you have answered 'Yes' to questions 3 or 4, what is the name and contact details of the firm of solicitors?	<input type="checkbox"/>	<input type="checkbox"/>

Signed: _____

Print Name: _____

Dated: _____

PART A YOUR DETAILS

EMPLOYMENT

Occupation: _____

Employer: _____

Work Address: _____ Phone: _____

LIVING ARRANGEMENTS

I (select one) pay rent/board own my home am paying a mortgage
 Other (please specify): _____

MY FAMILY (select and complete all items that apply)

I have a spouse/partner living with me (married or de facto relationship)

I live alone

I live with a parent or friend/s

I have _____ (number) dependent children

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The details of each of my dependant(s) are:

Full Name	Relationship to me	Age
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Have you previously made an application for a fee waiver to the Magistrates' Court in this, or in any other proceeding? Yes No

If 'Yes', provide details: _____

PART B DETAILS OF INCOME

The details of my income and my spouse/partner' (if any) income (including government pensions, benefits and allowances, workers' compensation, superannuation, rent, board, interest, dividends), calculated fortnightly, are as follows:

[If no relevant income, write "nil" in the appropriate field below]

Nature of Income	My amount	Spouse/partner amount
Fortnightly pay <i>(after tax)</i> <i>(please provide payslips / statement of income from your employer)</i>	\$ _____	\$ _____
Government pension, benefit or allowance (please provide details and documentary evidence)	\$ _____	\$ _____
_____	\$ _____	\$ _____
_____	\$ _____	\$ _____
Workers' compensation	\$ _____	\$ _____
Superannuation received	\$ _____	\$ _____
Interest on deposits / debentures	\$ _____	\$ _____
Child support, spousal and child maintenance	\$ _____	\$ _____
Other income <i>(for example, rent or board paid to you, share dividends)</i>	\$ _____	\$ _____
TOTAL	\$ _____	\$ _____

I receive financial support or a financial contribution from a spouse, partner, family, and others, as follows:

[If no financial support or contribution write "nil" below]

Name of person providing support	Nature of support	Amount per fortnight
_____	_____	\$ _____
_____	_____	\$ _____
_____	_____	\$ _____
TOTAL		\$ _____

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Vehicle make and model _____

Market value of vehicle 2	\$	\$	\$
Amount owing on vehicle	\$	\$	\$
Net value		\$	\$

Value of household furniture and electrical goods:	\$	\$
Other investments: <i>(for example, shares, debentures, bonds)</i>	\$	\$
If so, give details: _____		
Money owed to you:	\$	\$
If so, give details _____		
Do you have an interest in a trust, business or partnership?	\$	\$
If so, give details. _____		
TOTAL property and assets	\$	\$

PART D DETAILS OF EXPENSES

My day-to-day living expenses (including living expenses of any dependant that are normally paid by me), calculated fortnightly, are as follows:

Nature of Expense	Amount per fortnight	Nature of Expense	Amount per fortnight
Rent / Board	\$	Travel and motor vehicle	\$
Mortgage repayments	\$	Gas/electricity/utilities	\$
Other loan repayments	\$	Telephone	\$
Council / Water rates	\$	Health care	\$
Insurance premiums	\$	Child care	\$
Food	\$	Education	\$
Clothing	\$	Other:	\$
Spouse/Child maintenance	\$	Other:	\$
Total of Column 1	\$	Total of Column 2	\$
TOTAL of Column 1 and Column 2			\$

PART E DETAILS OF LIABILITIES

My liabilities are as follows:

[If any liabilities are owed jointly with someone other than a dependant, give the name of the other person]

[If no liabilities write "nil" below]

Liability	My details	My spouse/partner's details
Amount owing on other loans <i>(please list and provide statements from lender)</i>	\$	\$
	_____	_____
	_____	_____
Amount owing on credit card(s)	\$	\$
	_____	_____

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PART G AFFIDAVIT OF APPLICANT

*This affidavit must be witnessed by a Justice of the Peace, police sergeant, legal practitioner or other person qualified to witness statutory declarations under section 19 of the **Oaths and Affirmations Act 2018**. Alternatively, this document may be witnessed by a Registrar at your local Registry when you submit the application.*

I _____
Name of deponent

of _____
Address

_____ *occupation*

make the following affidavit under the *Oaths and Affirmations Act 2018*:

1. I am the Applicant for a waiver of Court fees;
2. I have read the details of this application and the other information attached to it
3. The facts in this application are within my personal knowledge, and I believe them to be true and correct;
4. All other facts are true to the best of my knowledge, information and belief;
5. I have disclosed all relevant financial information;
6. I am aware that it is an offence to provide information or a document in connection with this application that is false or misleading;
7. I may be required to provide further documentary evidence to support my claim; and
8. Following the submission of this application, I will notify the Court if my circumstances change.

The contents of this affidavit are true and correct and I make it knowing that a person making a false affidavit may be prosecuted for the offence of perjury.

Declared at _____ In the state of Victoria

This _____ Day of _____ 202

Signature of Deponent _____

Before me _____

A person authorised under section 19(1) of the *Oaths and Affirmations Act 2018* to witness the signing of an affidavit.

This application was prepared by: The Applicant A lawyer

Name of lawyer: _____ Solicitors Code: _____

Filed on behalf of: _____ Telephone: _____

Prepared by: _____ DX: _____

Ref: _____