



STATE GOVERNMENT EMPLOYEE NOTIFICATION* FOR TRAVEL ALLOWANCE CLAIMS ONLY

JUROR TO COMPLETEI (*full name*)of (*address*)

Phone number:

Certify that I am employed by**

and accordingly, I am entitled to "Special Leave With Pay" in respect to those days when absent from my employment while performing jury service and therefore claim a travelling allowance only for such service.

It will be necessary to provide me with a certificate of attendance setting out my dates of attendance and confirming that I was paid a travelling allowance only. I request that this be supplied at the conclusion of my service.

* *ie. State Public Servants, State Weekly Paid Employees, Teachers at State Schools, Employees of the Health Commission and Employees of Statutory Authorities.*

** *Insert the name of your State Government Department or Statutory Authority*

Signed:

Date: / /

PART TIME EMPLOYEES TO ENTER ROSTER DETAILS HERE:

Signed:

Date: / /

Completed form to be returned to the Sheriff's Office by hand or via:

TO: The Sheriff
GPO Box 798
ADELAIDE SA 5001

Telephone: (08) 8204 0153
Fax: (08) 8204 0162
Email: jurors@courts.sa.gov.au

OFFICE USE ONLY

JURY PERIOD: JUROR NUMBER:

DISTRICT: Adelaide Port Augusta Mt Gambier