

Form 5 - State Government Employee Notification *

For Travel Allowance Claims Only

JUROR TO COMPLETE

I _____
Of _____
_____ Phone: _____

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.

Signed: _____ Date: ____ / ____ / ____

* *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*

PART TIME EMPLOYEES TO ENTER ROSTER DETAILS HERE:

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

GPO Box 798 ADELAIDE SA 5001	Fax: (08) 8204 0162	Scan & email: jurors@courts.sa.gov.au
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OFFICE USE ONLY	Jury Period _____	Juror Number _____
	District - Adelaide / Pt Augusta / Mt Gambier	