



INFORMATION AND SUMMONS WITH WRITTEN GUILTY PLEA

Magistrates Court of South Australia

www.courts.sa.gov.au

Summary Procedure Act 1921

Sections 49, 57 and 57A

Court Use

Date Filed:

Highest Charge: <input type="checkbox"/> Summary <input type="checkbox"/> Minor Indictable <input type="checkbox"/> Major Indictable					
Informant					
Name					
Address	Street			Telephone	Facsimile
	City/Town/Suburb	State	Postcode	Email Address	
Informant's References		Reference No:		Instant Loss of Licence No:	
Defendant					
Name					DOB
					dd/mm/yyyy
Address	Street			Telephone	Licence Number
	City/Town/Suburb	State	Postcode	Email Address	
Offence details:					
Other orders sought: (forfeiture, compensation, additional penalty, destruction or the like – Rule 15.03)					
..... Date		 INFORMANT		
Hearing details	Registry			Date	
	Address			Time am/pm	
	Telephone	Facsimile	Email Address		
..... Date		 MAGISTRATE / REGISTRAR / JUSTICE OF THE PEACE		

IMPORTANT NOTICES TO THE DEFENDANT

After receiving this notice you **must** follow the instructions below. The set of instructions you need to follow will depend on whether you intend to plead guilty or not guilty.

If you fail to follow these instructions the Court may:

- proceed in your absence, or
- issue a warrant for your arrest

If the Court proceeds in your absence you may be convicted and/or fined for the offences set out earlier in this Form.

If you intend to plead guilty

- Attend at Court either in person or through a solicitor, **OR**
- Fill out the 'Written guilty plea' below and have it witnessed by a Justice of the Peace, Solicitor or Police Officer and send it to the Court registry to which you were summonsed not less than 3 days before the hearing date.

Note: if you wish to apply to reduce the demerit points attracted by this offence you must attend at court to give evidence.

Written guilty plea

- I am the defendant in this matter
- I wish to plead guilty to the charge/s
- I wish to say: (attach sheet if insufficient space)

.....
Date

.....
DEFENDANT

.....
WITNESS

.....
JP, Solicitor or Police Officer Number

If you intend to plead not guilty

- Attend at court or have a solicitor attend for you and indicate a not guilty plea.
- You will be expected to have discussed the issues in detail with the informant, or their representative, prior to a trial date being set

Proof of Service

Name of person serving:

Address of person serving:

Name of person served:

Address at which service effected:

Date service effected:

Time of day: Between _____ am/pm and _____ am/pm

Method of service (tick box)

- personally;
- by leaving a copy at the last (or most usual) place of abode with a person apparently residing there and not less than 16 years of age;
- by leaving a copy at the place of business with a person apparently employed there and not less than 16 years of age;
- any other method permitted by the Rules – specify:

I certify that I served the attached document in the manner described.

Certified this _____ day of _____ 20 _____