

**REPORT REQUEST FORM**

To	Drug and Alcohol Services South Australia		
Address	75 Magill Road		
	Street Address (including unit or level number and name of property if required)		
	Stepney	SA	5069
	City/town/suburb	State	Postcode
	dassa@health.sa.gov.au		
	Email address		
Type of Report	Drug and Alcohol Assessment Report		
	Name of report		
Court	[Supreme/District/Magistrates/Environment, Resources and Development] Court of South Australia		
	Court ordering report		
Sitting At	Location of court		
Registry Address	Registry Address		
	City/town/suburb	State	Postcode
Contact Details	Phone number		Fax number
Court File Number	Court file number		
Presiding Officer	Name of Presiding Officer		
Prosecuting Authority	Prosecuting Authority		

<b>Defendant Particulars</b>			
Defendant	Full Name		
Address	Street Address (including unit or level number and name of property if required)		
	City/town/suburb	State	Postcode
Date of Birth/Licence No	Date of Birth		Driver's Licence no
Phone Details	Type (eg. Home; work; mobile) - Number		Another number
In Custody	Yes/No		
Offence(s) Charged	Offence(s) Charged		

Legal Representative Particulars			
Name of law firm / solicitor If any	Law Firm		Solicitor
Address for service	Street Address (including unit or level number and name of property if required)		
	City/town/suburb	State	Postcode
	Country		
Phone Details	Email address		
	Type (eg. home; work; mobile) - Number		

Report Particulars	
Date Report Ordered	Date
Date Report Required	Date
Report to be Provided	Written/Orally
Other Reports Ordered	List
Next Hearing Date	Date and time
Address to be Reported On	Residential Address
Contact Person	Contact Person Name
	Contact Person Phone Number

<p><b>Special Aspects to be Reported on</b></p> <p>[enter free text special aspects here]</p>
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<p><b>IMPORTANT NOTICE</b></p> <p>Please forward the completed report to the Registry of the [Jurisdiction of Court Ordering Report] at [Sitting Location of Court Ordering Report].</p> <p>REPORTS SHOULD BE FORWARDED IN TIME TO REACH THE COURT NOT LESS THAN TWO WORKING DAYS PRIOR TO THE DATE REPORT REQUIRED BY.</p>
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