

<p>To be inserted by Court</p> <p>Case Number:</p> <p>Date Filed:</p> <p>FDN:</p>

CLAIM

[*SUPREME/DISTRICT/MAGISTRATES*] Delete all but one COURT OF SOUTH AUSTRALIA
 CIVIL JURISDICTION
 [*MINOR CIVIL*] If applicable
 [*NAME OF LIST*] LIST If applicable

Please specify the Full Name including capacity (eg Administrator, Liquidator, Trustee) and Litigation Guardian Name (if applicable) for each party. Each party should include a party number if more than one party of the same type.

First Applicant

First Respondent

Amount Claimed:
 If applicable
 Amount Claimed \$
 Court Fee on Filing \$
 Service Fee (Sheriff service only) \$
 Solicitor's Fee (Magistrates Court only) \$
 TOTAL CLAIMED \$

Any other relief Claimed:
 If any

Applicant	Full Name (including Also Known as, capacity (eg Administrator, Liquidator, Trustee) and Litigation Guardian Name (if applicable))		
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 - Number		

Duplicate panel if multiple Applicants

Respondent	Full Name (including Also Known as, capacity (eg Administrator, Liquidator, Trustee) and Litigation Guardian Name (if applicable))		
Address	Street Address (including unit or level number and name of property if required)		
	City/town/suburb	State	Postcode
	Country		
	Email address		
Phone Details	Type - Number		
Service	[.....] Sheriff service requested for this Respondent If requested mark with an 'x'		

Duplicate panel if multiple Respondents

Claim Details

Mark appropriate sections below with an 'x'

Matter Type:

The Applicant makes this Claim against you as set out in the Statement of Claim below.

[.....] I certify that in my reasonable opinion the Claim will be uncontested or is not genuinely contestable.

[.....] The Applicant would consider mediation to assist in resolving this Claim.

Extension of time

If applicable

The Applicant seeks an extension of time to institute this action pursuant to:

[.....] section 48 of the Limitation of Actions Act 1936

[.....] other:

State section and Act

The grounds for seeking an extension are:

Grounds in separately numbered paragraphs

1.

I request the matter be heard at [location].

Request only applicable if Magistrates Court

To the Respondent: WARNING

If you wish to defend the claim, you:

- may file and serve on all parties a Notice of Acting (which will give you access to the file)
 - **must within**
 - **28 calendar days** if you are served **within Australia**; OR
 - **30 business days** if you are served **outside Australia**
- from service of this claim file and serve on all parties a defence.**

If you do not do so, after that time **judgment may be entered against you** including orders as to costs. Judgment will allow the person who has obtained judgment to take **enforcement steps**. This may include orders to sell your property.

If you wish to make a counter claim or claim against a third party, you must within the same time file and serve on all parties a counter claim or third party claim as the case may be.

For instructions on how to file a notice of acting and/or defence and how to obtain access to the file, visit <https://courtsa.courts.sa.gov.au/?g=node/473>.

Pre-Action Steps

Mark with an 'x' the pre-action steps that have been taken

- [.....] Has the Applicant served a notice of claim under the Rules of Court?
- [.....] Have all Respondents served a response under the Rules of Court?
- [.....] Have all parties conferred to attempt to resolve the dispute under the Rules of Court?

Service

The party filing this document is required to serve it on all other parties in accordance with the Rules of Court.

Accompanying Documents

Mark appropriate sections below with an 'x'

Accompanying service of this Claim is a:

- [.....] Multilingual Notice (mandatory)
- [.....] Notice to Respondent Served Interstate (mandatory if address of the respondent to be served is interstate)
- [.....] Notice to Respondent Served in New Zealand (mandatory if address of the party to be served is in New Zealand)
- [.....] Notice to Respondent Served outside Australia (mandatory if address of the party to be served is outside Australia but not in New Zealand)

[.....] If other additional document(s) please list them below:

Note to Parties

There are usually cost penalties for making an unsuccessful claim or resisting a successful claim.

If an amount less than \$12,000 or an order for work of the value of less than \$12,000 is claimed, a lawyer cannot represent any party at the trial (subject to some exceptions in section 38(4)(a) of the Magistrates Court Act 1991) and the minor civil cost scale will generally apply.

STATEMENT OF CLAIM

Complete either Option A or Option B below

Option A – Option only available:

- (a) for a minor civil action or**
- (b) where the uncontested/not genuinely contestable certification has been completed under the Claim Details section above**

Summarise your Claim in 100 words or less:

- What happened
- The date(s)
- Why you say the Respondent is legally responsible for the claim

Option B – For all other Claim types

(If Claim lodged via the Portal, complete and upload a Form 1S Statement of Claim).

(If Claim lodged over the counter at the Registry, complete the Statement of Claim and Certification below).

Part 1

Introduction by Applicant

Summary of claim – Summarise the claim in one or two sentences

Legal basis of claim – List causes of action/statutory claims

Part 2

Background/uncontroversial matters

Facts expected to be agreed in separate numbered paragraphs

1.

Part 3

Other facts forming the basis of the claim

Other material facts that support the claim in addition to those in Part 2 in separate numbered paragraphs. Be very particular about each matter – eg when did it occur, where did it occur, what occurred.

1.

Part 4

Orders sought

Outline orders sought in separate numbered paragraphs

1.

Certification

Mark appropriate section below with an 'x'

[.....] As the filing lawyer, I certify that this pleading is filed in accordance with the instructions of the party/parties for whom I act. There is a proper basis for each allegation of fact in the pleading and it complies with the Rules of Court.

[.....] As a Litigant in Person (self-represented), I am responsible for filing this pleading. Each allegation of fact in the pleading is true to the best of my knowledge, information and belief.

.....
Signature

.....
Name printed

.....
Date