

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

## REQUEST FOR TRANSMISSION OF DOCUMENTS TO A FOREIGN GOVERNMENT

[*SUPREME/DISTRICT/MAGISTRATES*] Delete all but one COURT OF SOUTH AUSTRALIA  
 [*COURT OF APPEAL*] If applicable  
 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

First Interested Party

<b>Party Title</b>	<b>Full Name (including Also Known as, capacity (eg Administrator, Liquidator, Trustee) and Litigation Guardian Name (if applicable))</b>		
Name of law firm / solicitor if any	Law Firm	Solicitor	
Address for service	<b>Street Address (including unit or level number and name of property if required)</b>		
	City/town/suburb	State	Postcode
	Country		
	Email address		
Phone Details	Type - Number		

Duplicate panel if multiple Parties

<p><b>Request</b></p> <p>The Chief Justice of the Supreme Court of South Australia requests the [<i>Secretary of the Attorney-General's Department/</i> Delete if inapplicable <i>Department of Foreign Affairs and Trade</i>] to transmit to the government of [<i>name of country</i>] the following documents:</p> <p>[<i>List all documents</i>]</p>
--

with the requests that:

- the documents be served on [*name of respondent*] against whom this proceeding has been taken in the [*Court*] of South Australia, in accordance with the law of [*(name of country)*]; and
- evidence of service of the documents be officially certified or declared (on oath or otherwise) to the [*Court*] of South Australia in the manner consistent with usage or practice of the courts in [*(name of country)*] in proving service of legal process.

Delete if inapplicable

The Chief Justice requests that, if efforts to effect personal service of the documents prove ineffectual, the government or court of [*name of country*] be requested to certify or declare (on oath or otherwise) that fact to this Court.

Delete if inapplicable

The following information is provided in support of the request:

Additional information required by any convention applying to service of the documents.

Court use only

.....  
Signature

Officer acting with the authority of the Chief Justice

.....  
Title and name of Court officer

Date order sealed:

**Note**

The request should be made:

- (a) if the Attorney-General's Department is the Central Authority for the purpose of a convention that applies to the service of the documents—to the Secretary of the Attorney-General's Department; or
- (b) in any other case—to the Secretary of the Department of Foreign Affairs and Trade.