

1. Is your matter in Court today? No Yes

2. Your personal details

Title: Mr Ms Mrs Miss Other

First names:

Surname:

Alias or other name:

Date of birth: Age:

Gender: Male Female Not identified

3. Your contact details

Mobile:

Tick this box if it is **not safe** for us to send you text messages:

Other phone:

Email:

Address:

Postcode:

Are you homeless or in temporary accommodation?

No Yes

Are you in custody/detention? No Yes

MIN: Location:

4. Your background

Are you Aboriginal and/or Torres Strait Islander?

No Yes – Aboriginal

Yes – Torres Strait Islander Yes – both

Country of birth if not Australia?

Year arrived?

Do you speak a language other than English at home?

No Yes, which language?

Do you need an interpreter?

No Yes, which language?

Are you an Australian citizen? No Yes

If no, are you a Permanent Resident? No Yes

If no, what visa?

5. Do you have a disability or mental health condition?

No Yes Not stated

If you choose to tell us this, we will ask what supports you need to make our service work for you.

6. Are you experiencing or at risk of domestic and family violence?

For example, has your partner, ex-partner or family member hit, slapped or threatened you? Or are you frightened of or controlled by them?

No Yes

Is there or has there been an AVO made for:

Your protection No Yes Not sure

Your child's protection No Yes Not sure

Is there or has there been an AVO against you for:

The other party's protection No Yes Not sure

Your child's protection No Yes Not sure

7. Your source of income

Are you employed?

No Full time Part time Casual

Do you receive a Centrelink benefit?

No Yes, type:

Are you on the maximum rate? No Yes

8. Details of your dependent children

Do you have any dependent children?

No Yes, how many?

Do you pay child support or maintenance?

No Yes, for how many children?

9. Details of the children your legal problem refers to

Child 1 Name:

Date of birth: Gender:

Other Parent's name:

Other Parent's date of birth:

Child 2 Name:

Date of birth: Gender:

Other Parent's name:

Other Parent's date of birth:

OFFICE USE ONLY:

Client ID: Client Disclosure Statement provided: No Yes Date: Location:

Child 3 Name:

Date of birth: Gender:

Other Parent's name:

Other Parent's date of birth:

Child 4 Name:

Date of birth: Gender:

Other Parent's name:

Other Parent's date of birth:

More than 4 children

10. Who is your legal problem with?

Name:

Address:

Date of birth:

Relationship to you:

Other interested parties:

Date of separation/divorce:

11. Consent to share my personal information

I agree that Legal Aid NSW can give the FASS social support service a copy of this application form which has my personal information. I agree to Legal Aid NSW receiving any information from the FASS social support service that will assist with my legal matter.

No Yes

12. Declaration and Privacy

I understand it is an offence to give false or misleading information.

I declare that to the best of my knowledge the information I have given is true and correct.

I understand that Legal Aid NSW collects my personal information to provide me with a legal service, ensure accountability for the assistance it provides and to plan and report on their services.

I understand this information is used and stored in accordance with NSW Privacy legislation and I can access further information about the Legal Aid NSW Privacy Policy at www.legalaid.nsw.gov.au or call 9219 5000.

Signature:

Date:

FOR THE SOLICITOR TO COMPLETE

If the client has a disability or mental health condition, then consider asking:

- Which of these categories best describe the client's disability/diagnosis?

- Cognitive (includes intellectual, ASD, ABI, dementia etc.)
- Mental health condition
- Physical
- Sensory/speech
- Other:

- What supports does the client require?

- Auslan interpreter
- Large print documents
- Plain English summary of advice
- Suitable communication (e.g. no phone calls, everything in writing):
- Support person present
- Other:

If the client is at risk of domestic and family violence, then consider asking:

- Has an AVO been made for the protection of the client or their children? No Yes

- Is it safe to contact the client by?

SMS: No Yes Email: No Yes

Phone: No Yes Mail: No Yes

- Is it safe to disclose the client's address?

No Yes

- Is there anything else we can do to keep the client safe (e.g. do they feel safe going to court?):

FOR THE SOLICITOR TO COMPLETE

Client name:

Client ID:

Date of next appearance:

Primary matter (please specify):

FAMILY LAW

ADVO

ADVO (PINOP)

Children

- Live with arrangements
- Spend time with arrangements
- Recovery order
- Location order
- Airport watchlist
- Hague
- Contravention
- Enforcement
- ICL
- Forced Marriage
- Medical Procedures

Property

- Property Settlement
- Spouse maintenance
- Enforcement, variation, other

Divorce

- Divorce
- Annulment

Care & protection

- Compulsory schooling order
- Contact s86
- Emergency C&P Order
- Guardianship
- Joinder
- Pre-litigation intervention
- Primary C&P order
- Variation / Rescission

Adoption

Adoption

Child Support & child maintenance

- Appeal from AAT
- Appeal to AAT
- Child Support agreement
- Child support application
- Child support declaration

Service provided:

- Adjournment/mention
- Advice only
- Conflict
- Information only

Court departure from assessment

Enforcement, stay & other

Other

Family Law – Other

CRIME

Domestic Violence

- ADVO (Defendant)
- Breach ADVO
- DV assault with injury
- DV common assault
- Other DV related charges
- Stalk / intimidate

Fraud / dishonesty

Fraud / dishonesty

Property damage

Other property damage offence

CIVIL

Centrelink

- Centrelink debt
- Rate of payment

Debts/loans

- Client owes a person money
- Money owed to client

Housing

- Evicted from private rental
- Evicted from social housing
- Other barrier to housing
- Unclaimed goods
- Waiting list for social housing

Injury / Victims Support

Victim of crime (VS) eligibility/ application

Police complaint/police powers

Police complaint

Visas / immigration

- Family violence – partner visa
- Partner visa
- Other immigration matter

Negotiation/Draft terms

Urgent hearing

Minor assistance

Facilitated referral

Additional minor assistance provided? Date:

Outcome:

- Finalised
- Advised
- Adjourned
- Interim order (by consent)
- Interim order (contested)
- Final order (by consent)
- Final order (contested)

- ADVO (varied)
- Withdrawn
- Dismissed
- Referred
- Sentenced
- Other:

Results:

Solicitor's name:

Date:

This listing:

Date: Court:

Location:

Bench:

Other party /lawyer:

Client referred to:

- Legal Aid NSW
- Aboriginal Legal Service
- Community Organisation
- No Referral necessary
- Law Society/Private Practitioner
- Community Legal Centre
- Court/Tribunal
- Doctor/Health Professional
- DV Unit
- Family Relationship Centre
- Financial Counsellor
- Government Department
- Law Access NSW
- Library
- Merit
- Men's Behaviour Change Program
- Nowhere to refer client to
- Ombudsman
- Police
- Pro Bono
- Women's Domestic Violence Court Advocacy Service
- Disability Royal Commission
- Disability Advocate
- Interstate legal aid commission