



Give details	
File number	
File name	

Worksheet for Waiver of Court Fees on the basis of financial hardship

Delegate's use only (file copy)

In considering the application date/...../..... I make the following findings:

The applicant has

1 Fortnightly income of \$[*total of B*]

compared with maximum allowable income of \$ [*see Guidelines*]

Satisfies guidelines Does not satisfy guidelines

2 Liquid assets of \$ [*subtotal of C2 only*]

compared with maximum allowable liquid assets of \$ [*see Guidelines*]

Satisfies guidelines Does not satisfy guidelines

3 The applicant's income of \$ [*total of B*]

less the day-to-day living expenses of \$ [*total of E*]

leaves a **disposable income** of \$ compared with maximum allowable fortnightly surplus of \$ [*see Guidelines*]

Satisfies guidelines Does not satisfy guidelines

4 Special circumstances in relation to income/expenses being:

.....

Satisfies guidelines Does not satisfy guidelines

Waiver granted **Waiver refused**

Signature of delegated officer Date/...../.....

Once completed, this work sheet should be placed in the correspondence section of the Court file