

Children's Court of Western Australia

Children's Court of Western Australia Act 1988 s 51A

Request for Court Record

Requested by

Full name:

Organisation:

Telephone number:

Email address:

Case details

Jurisdiction: Criminal Protection and Care Restraining order

Case Number:

Parties:

Record request

What records are you requesting?

Transcript record request details (if relevant)

Hearing Date/s:

Judge/Magistrate:

Section required: Entire proceedings Reasons for decision

Specific section – please specify:

How soon do you need the transcript? Non-urgent 7 to 10 days Urgent

If urgent, how quick do you need it? Fees apply. one day 4 days 7 days

If the request is urgent, explain why:

Your connection to the case

Tick one option.

- I am a party – please provide photo identification.
- I act for a party.
- In criminal proceedings before the Court, I am a person referred to in *the Children’s Court of Western Australia Act 1988* s 51A. Which is (tick one):

- Commissioner of Police.
- Director of Public Prosecutions.
- Corruption and Crime Commissioner.
- Chief Assessor of Criminal Injuries Compensation.
- Parliamentary Commissioner for Administrative Investigations.
- Chief Executive Officer of the department principally assisting in the administration of the *Young Offenders Act 1994*.
- Chief Executive Officer as defined in the *Road Traffic (Administration) Act 2008* s 4.
- Person authorised by one of the above persons or by a party to the case. Signed authority attached.
- Person prescribed by the Regulations; namely:

- Other – describe your role and the reasons you are seeking the record:

Authority requested for release of record to another person or court (if relevant)

I am seeking the authority of the Children’s Court of Western Australia to release this record to:

The reasons I seek to release the record are:

Requests to use court records in another court

- The intention to make the request has been raised in open court.
- The young person has given informed consent.

Media organisations (if relevant)

- I represent a media organisation. My accreditation number is _____
I confirm that upon lodgment, a copy of this request will be sent to the manager of court media at courtmedia@justice.wa.gov.au.

Declaration

- I promise not to copy or share any of the court record/s provided to me, other than as permitted or directed by the court.
- I understand that the court records must remain in my possession unless I am a lawyer sharing the records with my client.

Signed: _____

Date: _____

Send the completed form to the registry of the relevant Children's Court. If this is unknown, send to childrenscourt@justice.wa.gov.au or Perth Children's Court, 160 Pier Street, Perth WA 6000.

Please note for transcript requests:

- There is a fixed fee per transcript. Plus, an extra fee per page depending on delivery times. See <https://www.childrenscourt.wa.gov.au/f/fees.aspx> for current court fees.
- Transcripts will be emailed to you, unless requested otherwise. A deposit may be required on lodgment.

Court use only

Authorised Officer: _____

Approved: Yes No

Conditions: _____

Signed: _____ Date: _____