

**APPLICATION TO THE PROTHONOTARY TO WAIVE COURT FEES**

In the Supreme Court of Victoria  
at .....

No. .... of .....

B E T W E E N:

.....

Plaintiff/Applicant

- and -

.....

Defendant/Respondent

This application is made to the Prothonotary by the .....  
with respect to the waiver of Court Fees for .....  
.....

Date: .....

Signed: .....

Print Name: .....

**AFFIDAVIT OF FINANCIAL SITUATION**

In the Supreme Court of Victoria  
at .....

No. .... of .....

B E T W E E N:

..... Plaintiff/Applicant

- and -

..... Defendant/Respondent

I, ..... of (usual place of residence)

.....

..... make oath and say as follows:

**The following is a true statement of my financial situation:**

- (i) Do you have a Solicitor acting for your in this matter? Yes / No
- (ii) What is the name of the firm of Solicitors? .....
- (iii) If not, do you propose to have a Solicitor act for you in this matter? Yes / No
- (iv) What is the name of the proposed firm of Solicitors? .....
- (v) Have you received any indication as to the amount your legal costs will be in this matter? Yes / No
- (vi) If yes to (v), what estimate (in dollars)? \$ .....
- (vii) How do you intend to pay your legal costs in this matter (regardless of whether you have been given an estimate or not)? .....  
.....
- (viii) Have you been advised that if you are unsuccessful in this action you will not have to pay legal fees? Yes / No

# 1. Amount and Source of Income

Occupation: .....

## If working for an employer:

Name and Address of employer: .....

.....

Gross Wage: \$ .....

Current Overtime (if any): \$ .....

Car and other Allowance and Commission: \$ .....

**Total:** \$.....

## If self employed or in a partnership:

Average pre-tax earnings for last 12 months: \$ .....

## If unemployed:

Length of last employment .....

Date when last employment ceased : ...../...../.....

Gross weekly amount earned: \$ .....

## If in receipt of a Pension or other benefit

Amount received: \$ .....

## If in receipt of Worker's Compensation

Amount received: \$ .....

## If in receipt of Maintenance

Amount received: \$ .....

## If in receipt of Superannuation

Amount received: \$ .....

## If in receipt of Board or Rent

Amount received: \$ .....

## Average weekly interest

On bank or building society **deposit** debentures etc: \$ .....

Average weekly dividend on shares: \$ .....

## Other income (give particulars):

.....

\$ .....

**TOTAL GROSS WEEKLY INCOME:** \$.....

## 2. Property and Assets

### Land (including vacant land)

Location: .....

Market Value: \$ .....

Amount of Mortgage: \$ .....

Net Value: \$ .....

### Motor Vehicle

Year: ..... Make: ..... Model: .....

Market Value: \$ .....

Amount owing to Finance: \$ .....

Name of Finance Company: .....

Net Value: \$ .....

### Deposits in Bank, building society etc (give details)

..... \$ .....

..... \$ .....

### Other Investments, including shares, debentures, bonds:

..... \$ .....

### Money owing to you:

From whom? ..... \$ .....

From whom?..... \$ .....

### Interest in partnership or business (give details)

..... \$ .....

### Furniture, household and personal goods:

Market Value: \$ .....

Amount owing to Finance Co.: \$ .....

(Name of Company.....)

Net Value: \$ .....

### Life Insurance Policies, (give particulars and surrender value of each policy)

..... \$ .....

..... \$ .....

### Other Assets, (give particulars)

..... \$ .....

If any of the assets referred to above are owned **jointly**, identify each asset and give the name of the other owner or owners:

.....

**TOTAL OF PROPERTY AND ASSETS** \$ .....

**3. Debts, Liabilities and other Financial Obligations**

**Weekly Expenses**

Income Tax:	\$ .....
Superannuation:	\$ .....
Housing (Mortgage, rent, board, hospital or institution):	\$ .....
Municipal Rates:	\$ .....
Water and Sewerage Rates:	\$ .....
Land Tax:	\$ .....
Maintenance actually paid:	\$ .....
Electricity and Gas:	\$ .....
Food:	\$ .....
Other general household expenses:	\$ .....
Motor vehicle expenses (registration, insurance, fuel etc.):	\$ .....
Fares:	\$ .....
Telephone:	\$ .....
Insurance policy premiums:	\$ .....
School Fees and other School expenses:	\$ .....
Clothing and shoes:	\$ .....
Medical and chemist expenses:	\$ .....
Entertainment:	\$ .....
Instalment payments (for household goods or tools of trade):	
To: .....	\$ .....
To: .....	\$ .....
To: .....	\$ .....
Child care expense incurred for the purpose of earning income:	\$ .....
Payments on Court orders and fines (give particulars):	
.....	\$ .....
.....	\$ .....
Other expenses (give particulars):	
.....	\$ .....
.....	\$ .....
<b><u>TOTAL WEEKLY EXPENSES</u></b>	<b>\$ .....</b>

**Outstanding Debts**

Give particulars of debts under hire purchase, leasing, credit card or other credit contracts, department store accounts, guarantee or personal loan:

Type:.....  
to ..... due on ..... / ...../ .....  
\$ .....

Type:.....  
to ..... due on ..... / ...../ .....  
\$ .....

If any debts referred to above are due jointly, identify each debt and give the name of the other debtor or debtors:

.....  
.....  
.....  
.....

Give particulars of any other circumstances which affect your financial situation, such as the number and age of any dependants, your marital status and health:

.....  
.....  
.....  
.....

Sworn at Melbourne / .....

this ..... day of .....

Before me: