



If an order has not been complied with you may renew the application either:

- Within the time specified in the original Tribunal order; or
- If no time was specified, within 12 months of the date for compliance set out in the original Tribunal order.

Do not use this form if:

- A tenant has failed to comply with an order to give possession to the landlord. Lodge a separate 'Warrant for Possession of Premises' request form available on www.ncat.nsw.gov.au. This warrant is enforced by the Sheriff's Office.
- A person has failed to comply with an order to pay money. Make a written request to the Tribunal for a certified copy of the money order. This order is enforced through the Local or District Courts.
- You consider that orders made under the *Strata Schemes Management Act 1996* or *Community Land Management Act 1989* have not been complied with as that legislation provides separate procedures for non-compliance.

MATTER TYPE

- | | | | |
|--|--|---|---|
| <input type="checkbox"/> Commercial | <input type="checkbox"/> General | <input type="checkbox"/> Home Building | <input type="checkbox"/> Motor Vehicles |
| <input type="checkbox"/> Residential Parks | <input type="checkbox"/> Retirement Villages | <input type="checkbox"/> Social Housing | <input type="checkbox"/> Tenancy |

YOUR DETAILS

1. Your name:

2. Your present address:

3. Your address when original application was made:
(if different from above)

OTHER PARTY DETAILS

4. Who was the order made against?

5. Address of person or company who has not complied with the order:
Only if address has changed since the order was made

6. Tribunal file number/s:

List file numbers relating to these parties

7. Unavailable dates: Indicate dates you are unable to attend a hearing in the next four (4) weeks

8. Special needs:

Such as hearing loop, wheelchair access etc.

9. Interpreter required:

Tick if an interpreter is needed for the hearing. Specify the language and dialect.



For Applicant (specify language and dialect)

OFFICE USE ONLY:

File No: _____

ORDER DETAILS

10. What order have you already obtained:

11. Date order was made:

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12. In which way has the order not been complied with?

13. What order do you want? *(Tick where appropriate)*

- An order for the payment of \$ *[Insert amount if box is ticked]*
- An order to rectify faulty goods or provide services
- An order to provide specified services
- An order that I do not have to pay \$ *[Insert amount if box is ticked]*
- An order to deliver goods
- An order to replace goods or services
- An order to return goods to me
- Other *(please specify)*

14. Important information: Application fee and attachments

Has the Renewal of Proceedings lodgement fee been paid or fee waiver obtained?

You must pay the Renewal of Proceedings lodgement fee with this application. Refer to the fee schedule on the NCAT website www.ncat.nsw.gov.au. Payment can be made by cheque or money order to 'NSW Civil and Administrative Tribunal'. Cash, credit card and eftpos payments can be made at any NCAT Registry Office, NSW Fair Trading or Service NSW Centre. Concession fee applicants must provide a photocopy of their concession card.

Have you included your attachments?

Attach details of multiple applicants or respondents, or further information about the orders you are seeking. Keep a copy of your application and any attached information for your own records. **Note: A copy of this application and any attachments will be sent to the respondent.**

NOTE:

- A copy of this form and any attachments will be sent to the other party with the Notice of Conciliation and Hearing.
- Attach all documents that support your notice to renew proceedings.

15. Your Name/s *(Please print)*

Your Signature/s

Date

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Return application with fee to: **NSW Civil and Administrative Tribunal (NCAT)**

For all NCAT Consumer & Commercial Division Registry Offices ☎ T: 1300 006 228 🌐 www.ncat.nsw.gov.au

Sydney Registry

Level 12, 175 Castlereagh Street
Sydney NSW 2000
GPO Box 4005, Sydney NSW 2001

Newcastle Registry

Level 1, 175 Scott Street
Newcastle NSW 2300
PO Box 792, Newcastle NSW 2300

Hurstville Registry

Level 3, 4-8 Woodville Street
Hurstville NSW 2220
PO Box 148, Hurstville BC NSW 1481

Tamworth Registry

Suite 3- 5, Kable Korner Complex
Cnr Kable Ave & Darling St
PO Box 1033, Tamworth NSW 2340

Liverpool Registry

Level 3, 33 Moore Street
Liverpool NSW 2170
PO Box 723, Liverpool BC NSW 1871

Wollongong Registry

Level 3, 43 Burelli Street
Wollongong NSW 2500
PO Box 319, Wollongong NSW 2520

Penrith Registry

Ground Floor, 2-6 Station Street
Penrith NSW 2750
PO Box 988, Penrith NSW 2751



NCAT
NSW Civil &
Administrative Tribunal