

Form Number 58 (version 1)

Queensland Civil and Administrative Tribunal Act 2009

Notice of withdrawal of application or referral

*Refer to attached instructions prior to filling out this form.***For office use only**Case number: Date filed: Registry: **PART A MATTER DETAILS**

Case number:

Details of Application you seek to withdraw:

PART B APPLICANT'S DETAILSApplicant details: *(for multiple applicants attach details on a separate sheet)*

Name

Address

<input type="text"/>		
<input type="text"/>	Postcode	<input type="text"/>

Contacts

<input type="text"/>	<input type="text"/>	<input type="text"/>
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*Preferred phone number**Alternative number**Email***NOTICE TO RESPONDENT**

Take note that the applicant is withdrawing the application noted in Part A of this form.

PART B RESPONDENT'S DETAILS

RESPONDENT'S DETAILS

Respondent's details: *(for multiple respondents attach details on a separate sheet)*

Name

Address

<input type="text"/>		
<input type="text"/>	Postcode	<input type="text"/>

Contacts

<input type="text"/>	<input type="text"/>	<input type="text"/>
<i>Preferred phone number</i>	<i>Alternative number</i>	<i>Email</i>

REPRESENTATIVE'S DETAILS *(if applicable)*

Name

Address

<input type="text"/>		
<input type="text"/>	Postcode	<input type="text"/>

Contacts

<input type="text"/>	<input type="text"/>	<input type="text"/>
<i>Preferred phone number</i>	<i>Alternative number</i>	<i>Email</i>

NOTICE TO APPLICANT

You must serve this notice on the respondent to withdraw your application.

Warning

Section 216 of the *Queensland Civil and Administrative Tribunal Act 2009* makes it an offence for a person to knowingly give the registry documents containing false or misleading information.

Maximum penalty for such an offence – 100 penalty units.

SIGN AND DATE HERE

The information in this application is true to the best of my knowledge.

<input type="text"/>	<input type="text"/>
<i>Applicant/s sign here</i>	<i>Date</i>

If more than one applicant is named all must sign the application.

Instructions for completing**Notice of withdrawal of application or referral****GENERAL INFORMATION**

This form is for applicants who no longer seek to pursue proceedings in QCAT and want to withdraw their application.

For most matters the tribunal's leave is not required to withdraw an application or referral.

However, you will need to apply for the tribunal's leave to withdraw an application or referral made under the:

- *Child Protection Act 1999*
- *Disability Services Act 2006* section 178(9)
- *Guardianship and Administration Act 2000*
- *Powers of Attorney Act 1998*.

If the tribunal's leave is required to withdraw the application or referral, please complete [Form 40 – Application for miscellaneous matters](#).

If your application does not require leave, then you can withdraw it using this notice.

IMPORTANT INFORMATION

- You may only withdraw an application or referral for a matter before the tribunal hears or decides a matter.
- If you withdraw your application or referral you generally cannot make a further application or referral, or request a further referral relating to the same facts or circumstances without the tribunal's leave.
- This form will only withdraw your application, it will not affect any counter-applications made against you in the proceeding.
- To give effect to this notice you must complete it and serve it on all other parties.

Please read the instructions below for information about completion and service of this notice.

INSTRUCTIONS FOR COMPLETION

This form will only withdraw your application, it will not affect any counter-applications made against you in the proceeding.

PART A MATTER DETAILS

Please provide details of the application or referral you wish to withdraw.

PART B APPLICANT'S AND RESPONDENT'S DETAILS

The applicant/s and respondent/s are the parties to the proceeding.

You can name more than one applicant and more than one respondent in this application by attaching details on a separate sheet.

Applications may be lodged

By post: QCAT, GPO Box 1639, Brisbane Qld 4001

If you are posting your original application and copies to QCAT, you need to include a stamped self-addressed A4 envelope with your application.

In person: At QCAT, Level 9, 259 Queen Street, Brisbane OR any Magistrates Court.

To find your nearest Magistrates Court, visit courts.qld.gov.au or search 'Justice and Attorney-General' in the phone book.

After you lodge your application

QCAT will keep your original application and copies of attached documents.

QCAT will stamp QCAT's seal on the other copies and return them to you. One copy is for you and you need to give the other stamped copy to the respondent/s.

Providing copies to the respondent and other parties

You must give the stamped copy of the application to the respondent as soon as practicable.

For information on how to serve a document, see QCAT Practice Direction No 8 of 2009. This Practice Direction is available at qcat.qld.gov.au or by calling 1300 753 228.

Your information

QCAT collects your contact details for the purposes of compliance with the *Queensland Civil and Administrative Tribunal Act 2009* in relation to proceedings in QCAT. QCAT may contact you to seek your help in research on QCAT's operations. You are not obliged to participate in feedback or surveys. If you do participate, all responses are confidential and cannot be linked to individual respondents. QCAT will not disclose your contact details or any other personal information to a third party unless required by law.