

NOTICE OF PAYMENT

COURT DETAILS

Court

#Division

#List

Registry

Case number

TITLE OF PROCEEDINGS

[First] plaintiff [name]

#Second plaintiff #Number of
plaintiffs (if more than two)

[First] defendant [name]

#Second defendant #Number of
defendants (if more than two)

FILING DETAILS

Filed for [name] [role of party eg defendant]

Address [unit/level number] [building name]
[street number] [street name] [street type]
[suburb/city] [state/territory] [postcode]
#[country (if not Australia)]

Telephone

Contact email [email address]

NOTICE OF PAYMENT

- 1 I am the defendant.
- 2 On [date], I paid to the plaintiff the sum of \$[amount] which was the total amount claimed in the statement of claim.

SIGNATURE

#Signature of legal representative

#Signature of or on behalf of
party if not legally represented

Capacity [eg solicitor, authorised officer, role of party]

Date of signature