



SAT Application Details

SAT matter number

[ ] / [ ] [ ]

E.g., GAA 123/2023

SAT matter name

[ ]

Eg. The person who the matter is about 'John Smith'

Your details

Name

[ ]

Phone number

[ ]

Address

[ ]

Email address

[ ]

Role in SAT matter

Applicant

Person the subject of the application

Current Guardian or Administrator

Proposed Guardian or Administrator

Representative for:

[ ]

Other:

[ ]

Transcripts and or documents sought

Application form

Transcript of hearing

All documents except medical evidence

Hearing date:

[ ]

Medical evidence

Orders

Specific document/s:

[ ]

## Transcript request details

Low Priority 14-day turnaround; OR Standard 7-day turnaround

*\* For urgent requests with less than a 7-day turnaround, call the Tribunal on (08) 9219 3111.*

**Note:** Access to documents is generally not granted unless the documents are required to assist a party to prepare for a SAT hearing.

The best interests of the person who is the subject of the application are SAT's primary concern. That person's privacy must be protected.

Sensitive and confidential information is provided to SAT by professionals and other people, including family and friends of the person. Restricting the use of this information to the hearing process is necessary to maintain the integrity of SAT's processes and to ensure that professionals and parties to proceedings feel confident in providing important information to SAT.

Access to documents will generally be refused if the reason provided is limited to:

- a general desire to be informed;
- your own personal benefit, unrelated to the best interests of the person who the application is about;
- you are the executor or administrator of a deceased estate; or
- inheritance matters.

## Reasons for request

## Declaration

The information I have provided is true to the best of my knowledge and I understand that it is an offence to provide false or misleading information to SAT.

If your application for documents and or a transcript is successful, you will receive written confirmation from SAT. You will then need to arrange a time to inspect the documents as copies will not usually be provided.

SAT charges a fee per page to provide a transcript. The transcript is not created by SAT, so a deposit will be required.

You will be contracted with an estimation of the cost and a request for a deposit if you choose to go ahead.

I understand the above statement regarding transcript costs