



Summons to Give Oral Evidence and Produce Documents

This document is to summon a witness to give evidence and produce documents to SAT. You are being summoned in relation to the following application.

SAT Matter Details

Matter Number: [ ] / [ ] Eg. CC 123 / 2015

Matter Name: [ ] (If applicable) Eg. 'Party v Party' or the subject person of an application 'John Smith'

Name of Person Requesting Summons: [ ]

Person Summoned

Party Name: [ ]

Address: [ ]

Suburb: [ ] Postcode: [ ]

Telephone: [ ]

Details of Summons

You are requested to attend the State Administrative Tribunal at the following time and place:

Date: [ ] Time: [ ]

Address: [ ]

You are summoned for the following purpose(s):

- To give evidence in person at the hearing of this proceeding and to produce the documents set out in the schedule to this summons.

A party cannot issue a summons without SAT's permission. The summons is not valid without the SAT seal. Not complying with this summons is an offence. The party requesting the summons must provide you with sufficient travelling expenses to attend the hearing. You may apply to SAT to waive compliance with this summons.

SAT Seal

Executive Officer

Date: [ ]



Description of document or material which must be produced:

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Documents can be provided to the Executive Officer of SAT before the date specified in the summons. If you provide the documents in advance you must still attend to give evidence in compliance with this summons.