



Important information about rehearing applications:

- This application must be lodged within 14 days after the date of notification of the CTTT's order or within 14 days after you receive the written statement of reasons.
- This application will be determined on the papers. You should carefully read the *General Information about Rehearings* section on page 5 before completing this application. Provide as much information and documentation supporting your application as possible.
- A copy of this application and any attached information may be provided to the other party or parties. If you need more space, attach additional pages

1. What is the CTTT reference number of completed proceedings you want reheard?

2. What order/s were made?

3. Date the order/s were made

4. List all previous CTTT file number/s about this dispute

5. Your full name/s

Postal address for Notices

Include COMPANY name (if applicable)

Daytime telephone

Facsimile

6. Other party's full name/s

Postal address for Notices

Include COMPANY name (if applicable)

Daytime telephone

Facsimile

7. Extension of time

This application must be lodged within 14 days after the date of notification of the CTTT's order or within 14 days after you receive the written statement of reasons.

An extension of time to lodge the application may be granted in special circumstances. If it is not granted the application may be dismissed because it is out of time.

Do you require an extension of time?

 Yes No

If yes, please explain why the application was not lodged within the time limit.

OFFICE USE ONLY:

File No:

(ii) Decision of the CTTT against the weight of evidence (continued)

What evidence did the other party give? What documents did the other party show the CTTT?

What decision do you think the CTTT should have made, given the evidence / documents presented at the original hearing?

(iii) Evidence now available that was not reasonably available at the time of the hearing

What evidence / documents do you now seek to produce to the CTTT?

If you are relying on these documents you must attach copies to this application form.

When did you first become aware of this evidence?

State why this evidence / documents were not available at the time of the hearing.

AFFIDAVIT

I
of
in the state of

- make oath and say as follows:
- do solemnly sincerely and truly affirm and declare that:

Sworn/affirmed at

.....
Signature of Rehearing Applicant

This day of 20
before me:

.....
*Signature of person authorised under the Oaths Act to
take affidavits (Such as a Justice of the Peace or Solicitor)*

.....
*Full name of person authorised under the Oaths Act to take
affidavits (Such as a Justice of the Peace or Solicitor) and
Registration Number*

Any person wilfully swearing a false affidavit may be prosecuted

You must sign and date this application

10. Your Name(s) *(Please print)*

Your Signature(s)

Date

Fee details: A fee must be paid with an application. You must pay the same fee which was payable for the application you want reheard. Refer to the separate fee schedule. You may claim a concession and pay a fee of \$5.00 if you receive a Government pension, social security or education benefit, or hold a Seniors Card. If so, enclose a photocopy of your current pension or benefit card or Austudy advice. If this fee is payable and it is not paid, the application may be dismissed. Please make cheques payable to: Consumer, Trader and Tenancy Tribunal.

Additional information:

- Parties are put on notice that all material forwarded to the CTTT may be viewed by the other party. The person completing the documents and forwarding them is responsible for their content.
- Attach all documents that supports your application for a rehearing

Return this request form to: Registrar, Consumer, Trader and Tenancy Tribunal

For all CTTT Registry Offices: Telephone: 1300 135 399 Facsimile: 1300 135 247 Website: www.cttt.nsw.gov.au

Sydney Registry

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

Liverpool Registry

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

Parramatta Registry

Level 2, 10 Valentine Street
Parramatta NSW 2150
PO Box 4117, Parramatta NSW 2124

Wollongong Registry

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

Penrith Registry

Ground Floor, Cnr Belmore & Station Sts
Penrith NSW 2750
PO Box 988, Penrith NSW 2751

Tamworth Registry

Suite 3 - 5, Kable Komer Complex
Cnr Kable Ave & Darling St
PO Box 1003, Tamworth NSW 2340

Hurstville Registry

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

Newcastle Registry

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

General Information about Rehearings

What matters can be reheard?

Parties to certain proceedings that have been heard and determined by the CTTT may apply to the Chairperson to have the **completed** proceedings reheard by the CTTT. (Section 68 of the *Consumer, Trader and Tenancy Tribunal Act 2001*).

You can apply for a rehearing if **no** amount of money is claimed or in dispute.

You may request, in the application, that the rehearing be limited to specific matters.

What matters cannot be reheard?

You cannot apply for a rehearing if the amount in dispute is more than \$30,000. This limit does not apply in the Tenancy, Social Housing, Residential Parks or Retirement Villages Divisions. (Clause 25 of the *Consumer, Trader and Tenancy Tribunal Regulation 2009*).

You cannot apply for a rehearing if a warrant for possession has already been executed regarding an order for the termination of a tenancy or residency.

Only one rehearing will be allowed after any completed proceedings.

Also excluded are rehearing applications from corporations where the matter relates to a dispute under the *Consumer Credit (New South Wales) Act 1995*.

Strata and Community Schemes matters have separate appeal processes and forms.

If the issue is a failure of a party to comply with CTTT orders the appropriate form may be an application for renewal of proceedings.

How will the application for rehearing be decided?

Section 68 (rehearing) applications are decided by the Chairperson (or delegate) and can only be approved where the Chairperson decides that the applicant may have suffered a substantial injustice.

The Chairperson may refuse the application in the first instance or call for submissions from the other party/s before deciding.

The Chairperson will not grant a rehearing unless each other party has been notified and given a copy of the application. Each other party will be given an opportunity to respond in writing to the application within 7 days of receiving the copy of the application. The Chairperson will consider any response before making a decision.

The Chairperson's decision whether or not to grant or refuse the application may be made without the need for any hearing or meeting. It is not considered to be part of the CTTT's proceedings. It is final and not subject to review of any kind.

What happens if my application is granted?

The Chairperson will decide what matters will be reheard and how the rehearing will be conducted. If there is more than one application for a rehearing in completed proceedings all of the matters approved for rehearing will be reheard together.

The original application will be dealt with by the CTTT as a fresh hearing.

You should bring all the evidence necessary to prove your case to the hearing.

What happens if my application is refused?

If your rehearing application is refused, the original orders will remain in full force and effect.

In limited circumstances a second application may be possible. However, generally the Chairperson's decision is final and not subject to review.

Can you withdraw your rehearing application?

You may withdraw your rehearing application at any time. If you decide to withdraw your application you must notify the CTTT in writing.

How much information should I provide with my application?

Your rehearing application will be decided on the information you provide in your application and any submissions provided by the other party. You should read the application form carefully and provide as much information and documentation as possible in support of your application.

It is recommended you provide a medical certificate if you were absent from the hearing due to illness.

In certain circumstances it may be necessary to provide an affidavit.

Information for Non-English Speaking People

If you need interpreting or translating help, telephone the Translating and Interpreting Service (TIS) office in your State. Telephone interpreting is available 24 hours a day, 7 days a week on 131 450. The translation service operates during business hours.

ARABIC

إذا كنت بحاجة للمساعدة في الترجمة الشفهية أو الكتابية. اتصل بمكتب خدمة الترجمة الكتابية و الشفهية (TIS) في الولاية حيث تقيم. تتوافر الترجمة الشفهية على الهاتف 24 ساعة في اليوم 7 أيام في الاسبوع ساعات العمل للخدمات في الترجمة الكتابية خلال ساعات الدوام.

CHINESE

如果您需要口譯或筆譯服務，請打電話給您所在州的翻譯服務處（TIS）。電話口譯每週 7 天，每天 24 小時提供服務，電話號碼 13 1450。筆譯服務僅在辦公時間內提供。

CROATIAN

Ako su Vam potrebne usluge tumača ili prevoditelja, nazovite Službu za prevodenje i tumačenje (TIS) u Vašoj državi. Telefonska prevodilačka služba stoji Vam na usluzi 24 četiri sata dnevno, 7 dana u tjednu ako nazovete 13 1450. Služba pismenog prevodenja na usluzi Vam je za vrijeme redovnog radnog vremena.

GREEK

Εάν χρειάζεστε εξυπηρέτηση από διερμηνέα ή μεταφραστή, τηλεφωνήσατε στο γραφείο Μεταφραστών και Διερμηνέων (TIS) στην Πολιτεία σας. Η υπηρεσία διερμηνέων μέσω τηλεφώνου διατίθεται 24 ώρες την ημέρα, 7 μέρες την εβδομάδα στον αριθμό 13 1450. Η υπηρεσία μεταφραστών λειτουργεί κατά τις κανονικές ώρες εργασίας.

INDONESIAN

Sekiranya anda memerlukan bantuan penerjemah lisan (juru bahasa), silahkan menelepon Kantor di negara bagian anda. Pelayanan penerjemahan lisan melalui telepon tersedia selama 24 jam 7 hari seminggu pada nomor 13 1450. Pelayanan penerjemah bahan tertulis tersedia selama jam-jam kerja.

ITALIAN

Per ottenere l'aiuto di un interprete o di un traduttore telefona al servizio traduzioni e interpreti (TIS) nel tuo stato di residenza. Per avvalerti di un interprete puoi telefonare al numero 13 1450, 24 ore al giorno, 7 giorni la settimana. Il servizio traduzioni opera durante il normale orario di ufficio.

JAPANESE

通訳や翻訳のサービスが必要な方は、今いらっしゃる州の通訳、翻訳サービス(TIS)に連絡してください。電話通訳サービスは週日、週末を問わず、24時間いつでも利用できます。電話番号は13 14 50です。翻訳サービスはビジネス時間に受け付けています。

KOREAN

만약 당신이 통역이나 번역의 도움이 필요하시면 주정부의 「번역 및 통역 서비스」(TIS)기관에 전화하십시오. 전화번호 131 450으로 거시면 하루 24시간 주 7일 전화통역이 가능하며 번역서비스는 비즈니스 시간 동안 운영됩니다.

LAO

ຖ້າວ່າທ່ານຕ້ອງການຄວາມຊ່ວຍເຫຼືອເຮືອງນາຍພາສາ ຫຼືວ່າການແປທັງສີ່ໄທຣອສັບທາດ້ອງການບໍລິການນາຍພາສາແລະການແປທັງສີ່ (TIS) ປຸຣັດຂອງທ່ານ ນາຍພາສາທາງໄທຣອສັບທັບໃຊ້ 24 ຊົ່ວໂມງຕໍ່ມື້, 7 ມື້ຕໍ່ອາທິດຕາມນາເບີ 131 450 ບໍລິການແປທັງສີ່ເປີດຍາມໂມງເຮັດວຽກ

MACEDONIAN

Ako vi e potrebna pismena ili usmena prevodувачка помош, телефонирајте во канцеларијата за писмени и усмени преводувачки услуги (TIS) во вашата држава. Преводуваче преку телефон стои на располагање 24 часа во денот, седум дена во неделата на број 13 1450. Писмената преводувачка служба работи во нормално бизниско работно време.

PORTUGUESE

Se necessita de ajuda para interpretação ou tradução, telefone ao escritório do Serviço de Intérpretes e Tradutores (TIS) no seu Estado. Pode obter um Intérprete pelo telefone 24 horas por dia, 7 dias por semana ligando para 13 1450. O serviço de traduções funciona durante as horas de expediente.

RUSSIAN

Если Вам требуются услуги устного или письменного переводчика, позвоните в Переводческую Службу (TIS) в вашем штате. Перевод по телефону предоставляется круглосуточно 7 дней в неделю по номеру 13 1450. Служба письменного перевода работает в обычные часы работы учреждений.

SERBIAN

Ako su Vam potrebne usmene ili pismene prevodilačke usluge, obratite se telefonom Служби за усмено и писмено превођење (TIS) у својој држави. Телефонске преводилачке услуге су на располагању 24 сата сваког дана на телефон 13 1450. Писмено превођење се врши у току нормалног радног времена.

SPANISH

Si necesita asistencia en materia de interpretación o traducción sírvase llamar al Servicio de Traducción e Interpretación (TIS) en su estado. El servicio telefónico de interpretación opera las 24 horas del día, 7 días a la semana en el teléfono 13 1450. El servicio de traducción está abierto durante horas de oficina.

TURKISH

Yazılı veya sözlü çevirmenliğe gerek duyuyorsanız, eyaletinizdeki Yazılı ve Sözlü Çeviri Servisine (TIS e) telefon ediniz. Telefonda çeviri, günün 24 saatinde ve haftada 7 gün, 13 1450 numarada mevcuttur. Yazılı Çeviri Servisi çalışma saatleri içinde faaliyet gösterir.

VIETNAMESE

Nếu cần được giúp đỡ về thông ngôn và phiên dịch, xin điện thoại cho Sở Thông Ngôn và Phiên Dịch (TIS) tại Tiểu Bang của quý vị. Dịch vụ thông ngôn qua điện thoại phục vụ 24 giờ mỗi ngày, 7 ngày một tuần, điện thoại số 13 1450. Dịch vụ phiên dịch chỉ hoạt động trong giờ làm việc.