Please ***attach*** copies of your Certificate of Admission and your current practising certificate or, if applicable, a letter from your employer advising the basis of your statutory right to practice without a practising certificate.

|  |  |
| --- | --- |
| **LETTER OR CERTIFICATE REQUIRED**  *(please select one)***:** | * **No fee** - Letter of Confirmation only * **$125** - Yes, Practitioner’s Certificate * **$125** - Yes, Certificate of Good Standing/Good Conduct |

## Personal Details

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **TITLE:** |  | | | **FAMILY NAME:** | |  | | |
| **GIVEN NAME/S:** | |  | | | | | | |
| **Identified gender** | | | * Male * Female * Other:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | | |
| **ADDRESS**  (will be used to update your address details on our Register **AND** to mail out your requested document): | | |  | | | | | |
| **SUBURB** | | | |  | |
| **STATE:** | |  | | **POSTCODE:** |  |
| **EMAIL ADDRESS:** | | |  | | | | | |
| **TELEPHONE NUMBER:** | | |  | | | | | |

## Signature

|  |  |  |  |
| --- | --- | --- | --- |
| **APPLICANT’S SIGNATURE:** |  | **DATE:** |  |

## Forward to Registry:

Please scan and email the signed application and attachments to the Melbourne Registry:

Email: [Melbourne.registry@hcourt.gov.au](mailto:Melbourne.registry@hcourt.gov.au)

Subject line of email to read: **Register of Practitioners**

## How to Pay if Certificate Requested

EFT payments can be directly deposited into the High Court’s Reserve Bank of Australia Bank Account.  The High Court’s Bank Account Details are as follows:

Account Name: High Court of Australia General Account

Financial Institution: Reserve Bank of Australia, London Circuit, Canberra

BSB: 092-009

Account Number: 912006

SWIFT: RSBKAU2S (if paying from overseas)

When you make a payment please send an email to [accounts@hcourt.gov.au](mailto:accounts@hcourt.gov.au).  In the email include your name, the service that you have paid for and the amount you have paid.

A receipt will be sent to you in confirmation of payment once it has been received by the High Court.

If you have any questions, please contact the Melbourne Office of the registry on [Melbourne.Registry@hcourt.gov.au](mailto:Melbourne.Registry@hcourt.gov.au)