



FORM 3

## ORDINARY APPLICATION

FOR APPLICATIONS OTHER THAN AN INITIATING APPLICATION

### PART A - PARTIES

FILE NUMBER:

APPLICANT/S:

RESPONDENT/S:

### PART B - DETAILS OF APPLICATION

PARTY MAKING THIS ORDINARY APPLICATION:

Applicant/s

Respondent/s

WHAT ORDERS DO YOU WANT NTCAT TO MAKE?

Order for substituted service

Please provide with this application all the material relevant to your efforts to serve the Initiating Application.

Reopening a proceeding

Adjourn a compulsory conference or hearing

Please specify the date to which you seek to have the matter adjourned:

Leave to withdraw an initiating application or referral

Leave to appear by legal practitioner (in proceedings under the Small Claims Act)

Leave to appear by a person who is not a legal practitioner (all NTCAT proceedings)

Leave to appear by telephone

Please specify the occasion or occasions on which you seek to appear by telephone:

Extension of time to comply with NTCAT Orders:

Please specify extension sought, including any extension of other deadlines that may be necessary:

Stay of NTCAT order(s)

Substitute, add or remove a party to a proceeding

Please identify the changes sought regarding the parties:

Other, please specify

WHAT ARE YOUR REASONS FOR SEEKING THE ABOVE ORDER/S? *(Please provide a summary of the facts relating to the ordinary application):*

**PART C - CONSENT**

**DOES THE OTHER PARTY/PARTIES AGREE TO THE ORDER(S)?**  
*(Please note that it should not always be assumed that NTCAT will make an order just because the other party agrees)*

YES (please note that NTCAT may require evidence of the agreement of the other party/parties)

NO

## SIGNATURE

SIGNATURE OF APPLICANT OR APPLICANT'S REPRESENTATIVE:<sup>1</sup> \_\_\_\_\_

NAME OF APPLICANT OR APPLICANT'S REPRESENTATIVE:

DATE:

### **WHAT HAPPENS NEXT?**

**The ordinary application is considered by the Registrar or an NTCAT member who will either make the order requested or make orders to enable a hearing of the ordinary application (including orders about serving the ordinary application and any evidence relevant to it).**

---

<sup>1</sup> A person signing as representative of a party warrants to NTCAT that he/she has the lawful authority to do so.