



INFORMATION SHEET

FEE WAIVER APPLICATION

An application can be submitted for a waiver of an NTCAT fee in certain cases. These cases include:

- If you receive Centrelink benefits and paying a fee would cause you financial hardship; or
- Your financial situation means that paying the fee would lead to financial hardship.

You must complete a [Form 8 Unattested Declaration \(Request for Fee Waiver or Fee Reduction\)](#) and provide recent evidence (within the last month) to support your fee waiver application. This may include evidence such as:

- A recent statement from Centrelink
- A recent income statement.
- A recent bank statement; and/or
- A letter from a service provider, such as Legal Aid.

How can I apply for a fee waiver?

Complete Part H of the Form 1 Initiating Application concerning a fee waiver. You will also need to complete a Form 8 Unattested Declaration (Request for Fee Waiver or Fee Reduction). You will also need to provide supporting evidence. Once you have completed the documents and gathered the supporting evidence they should all be emailed to NTCAT.

PART H – OTHER MATTERS

1. FEE WAIVER

DO YOU SEEK A WAIVER OF THE APPLICATION FEE ON THE GROUND OF FINANCIAL HARDSHIP?

YES

NO

If 'yes' please complete a Form 8 – Unattested Declaration (Request for Fee Waiver or Fee Reduction)

Who determines if the fee waiver is approved?

The Registrar will review your application once received and provide a decision on the fee waiver within 3 business days.

How can I find out the result of my fee waiver request?

The NTCAT Registry will notify you by email whether the waiver has been approved. If the waiver is not approved, the Registry will request that you pay the fee in full before your Initiating Application is processed.