COURT HEARING NOTICE

Criminal Procedure Act 2004
Criminal Procedure Regulations 2005 - Form 5

	Copy to be attached to court copy of prosecution notice
Charge Number/s	
Registry Location	

4 11	Full manne							
Accused's Details	Full name							
Details	Address							
Hearing details		The charges in the attached prosecution notice dated will be first dealt with by the above court at the time, date and place stated below.						
Date and Time	Date		Time					
Place			•					
Notice to Accused		you do not know what to do, you should get advice from a lawyer, the Legal Aid Commission or the poriginal Legal Service. If you will need an interpreter in court, please contact the court.						
Options	1. You can atte	end the above hearing.	•					
Your options	2. You can do	nothing. ad <u>not guilty</u> in writing.						
are set out.		ad <u>not gailty</u> in writing. ad <u>guilty</u> in writing.						
	Options 2, 3 a	nd 4 are explained below.						
Doing nothing		opear at the above hearing and armine the charge(s) at the above		e with the court a written plea in time, the r absence.				
[Option 2]		some cases the court can take as proved any allegation in the attached prosecution notice without earing evidence.						
	The court may	decide to summons you to cou	rt or have you ar	rested and brought before the court.				
	If the court find	s you guilty, it may fine you and	d order you to pa	y court costs and the prosecutor's costs.				
Pleading not	Pleading not g	uilty to a charge in the prosecut	ion notice means	s you do not admit the charge				
guilty in writing		bu lodge with the court a written plea of <u>not guilty</u> , you need not attend the above hearing. If the court						
[Option 3]	receives your	eives your written plea in time it will send you a notice of another hearing at which the court will deal in the charge(s) (in your absence if you are not there) and hear any evidence you wish to give and any						
	with the charge witnesses you		not there) and ne	ear any evidence you wish to give and any				
	A written plea	written plea of not guilty must be lodged with the court at least 3 days before the above hearing date - by means of the ECMS; ¹ or						
	2. by comp	leting page 2 of this form and re	eturning it to the	court registry				
Pleading guilty	Pleading guilty	to a charge in the prosecution	notice means vo	u admit the charge.				
in writing	If you lodge with the court a written plea of guilty, you need not attend the above hearing unless you							
[Option 4]	want to tell the court something							
1				e charge(s) at the above hearing (in your opay court costs and the prosecutor's				
		of guilty must be lodged with the s of the ECMS;1 or	e court at least 3	days before the above hearing date -				
	2. by comp	leting page 2 of this form and re ten explanation or information t						
	The court migh	•	•	e court suggests you do not admit the				
Issuing details	This notice is i	ssued on						
	Prosecuting O	ficer						
Service	On the prosecution	n notice referred to above in the		was served with a copy of this notice and				
details ²	Name of serve		ŭ					
[*Police only]	INAME OF SELVE	1.	ĸeţ	jistered No:				
[1 2	Signature:		*Sta	tion:				

Notes for Form 5 page 1:

The electronic case management system (ECMS) can be accessed via the eCourts Portal of Western Australia at http://ecourts.justice.wa.gov.au/eCourtsPortal/.

Service must be in accordance with the CPA Schedule 2 clause 2, 3 or 4 (see s.33(3)). Insert here whichever manner of service was used

WRITTEN PLEA BY ACCUSED

Criminal Procedure Act 2004 Criminal Procedure Regulations 2005 - Form 5 page 2

Charge Number/s	
Registry Location	

Accused's Details	Full name					
	Address					
Accused's plea	I have received a prosecution notice dated and a court hearing notice advising me of the hearing on I understand or have had explained to me the charge(s) in the prosecution notice and the contents					
					ten plea I am sending to the court.	
Plea of guilty [Tick one box]	☐ I plead gu	<u>uilty</u> to the following		secution notic	ce. [If the prosecution notice contains n, write the numbers of the charges	
	here.]					
[Tick one box]	☐ I will be a☐ I will not I	Attendance at court: I will be attending the hearing on the above date. I will not be attending the hearing on the above date. I would like the court to take account of the following:				
					itted the offence(s) and give any ence to impose on you.]	
Plea of not guilty	☐ I plead <u>n</u>	ot guilty to the cha	rge(s) in the prosec	ution notice.		
[Tick one box]	☐ I plead <u>n</u> contains more them here]	ot guilty to the follo than one charge and	owing charges in the I you want to plead not	prosecution t guilty to only	notice. [If the prosecution notice some of them, write the numbers of	
[Tick one box]						
	☐ I will not At the trial of t	attending the heari be attending the h he charge(s) I inte		date.	witnesses e court in deciding how long the trial	
	When setting	a date for the trial	please take account	t of the follow	ing:	
		e any information that e overseas or in hos		t when setting	the date for the trial such as dates	
Contact details	My contact de	tails are —	hovo):			
	Telephone No		Email.		Mobile No.	
Lawyer's details	Name:					
[If a lawyer will appear for you]	Firm name:					
Accused's signature		gned by the accused dure Act 2004 section		cused is a corp	poration, made in accordance with the	
				Date		
Court address	Send this doc	ument to:				
	at:					

COURT HEARING NOTICE

Criminal Procedure Act 2004 Criminal Procedure Regulations 2005 - Form 5

	Copy to be attached to accused copy of prosecution notice
Charge Number/s	
Registry Location	

Accused's	Full name						
Details	Address						
Hearing details		n the attached prosecution ne, date and place stated I			will be first dealt with by the above		
Date and Time	Date			Time			
Place							
Notice to Accused		now what to do, you shoul al Service. If you will need			yer, the Legal Aid Commission or the please contact the court.		
Options		end the above hearing.					
Your options		ad <u>not guilty</u> in writing.					
are set out.		ad <u>guilty</u> in writing.					
	•	and 4 are explained belo					
Doing nothing		ppear at the above hearin ermine the charge(s) at the			with the court a written plea in time, the absence.		
[Option 2]	_	the court can take as pro	•	•	e attached prosecution notice without		
	_		o court or have	you arre	ested and brought before the court.		
	If the court find	If the court finds you guilty, it may fine you and order you to pay court costs and the prosecutor's costs.					
Pleading not	Pleading not g	leading not quilty to a charge in the prosecution notice means you do not admit the charge.					
guilty in writing	If you lodge wi	ou lodge with the court a written plea of <u>not guilty</u> , you need not attend the above hearing. If the court					
[Option 3]	with the charge	receives your written plea in time it will send you a notice of another hearing at which the court will deal with the charge(s) (in your absence if you are not there) and hear any evidence you wish to give and any witnesses you call.					
		A written plea of not guilty must be lodged with the court at least 3 days before the above hearing date - 1. by means of the ECMS;1 or					
	2. by comp	2. by completing page 2 of this form and returning it to the court registry					
Pleading guilty	Pleading guilty to a charge in the prosecution notice means you admit the charge.						
in writing	If you lodge wi	If you lodge with the court a written plea of guilty, you need not attend the above hearing unless you want to tell the court something.					
[Option 4]	If the court receives your written plea in time it will deal with the charge(s) at the above hearing (in your absence if you are not there) and may fine you and order you to pay court costs and the prosecutor's						
		A written plea of guilty must be lodged with the court at least 3 days before the above hearing date -					
	2. by comp	 by means of the ECMS;¹ or by completing page 2 of this form and returning it to the court registry. Attach any written explanation or information that you want the court to consider. 					
		nt not accept your plea of happens you will be notified		ı tell the	court suggests you do not admit the		
Issuing details	This notice is i	ssued on					
	Prosecuting O	fficer					
Service	On	n notice referred to above			vas served with a copy of this notice and		
details ²	Name of serve		iii uie ioliowiiig		stered No:		
[*Police only]		···		_			
	Signature:			*Statio	on:		

Notes for Form 5 page 1:

^{3.} The electronic case management system (ECMS) can be accessed via the eCourts Portal of Western Australia at http://ecourts.justice.wa.gov.au/eCourtsPortal/.

^{4.} Service must be in accordance with the CPA Schedule 2 clause 2, 3 or 4 (see s.33(3)). Insert here whichever manner of service was used

WRITTEN PLEA BY ACCUSED

Criminal Procedure Act 2004 Criminal Procedure Regulations 2005 - Form 5 page 2

Charge Number/s	
Registry Location	

Accused's Details	Full name					
	Address					
Accused's plea	I have received a prosecution notice dated and a court hearing notice advising me of the hearing on I understand or have had explained to me the charge(s) in the prosecution notice and the contents					
					ten plea I am sending to the court.	
Plea of guilty [Tick one box]	☐ I plead gu	<u>uilty</u> to the following		secution notic	ce. [If the prosecution notice contains n, write the numbers of the charges	
	here.]					
[Tick one box]	☐ I will be a☐ I will not I	Attendance at court: I will be attending the hearing on the above date. I will not be attending the hearing on the above date. I would like the court to take account of the following:				
					itted the offence(s) and give any ence to impose on you.]	
Plea of not guilty	☐ I plead <u>n</u>	ot guilty to the cha	rge(s) in the prosec	ution notice.		
[Tick one box]	☐ I plead <u>n</u> contains more them here]	ot guilty to the follo than one charge and	owing charges in the I you want to plead not	prosecution t guilty to only	notice. [If the prosecution notice some of them, write the numbers of	
[Tick one box]						
	☐ I will not At the trial of t	attending the heari be attending the h he charge(s) I inte		date.	witnesses e court in deciding how long the trial	
	When setting	a date for the trial	please take account	t of the follow	ing:	
		e any information that e overseas or in hos		t when setting	the date for the trial such as dates	
Contact details	My contact de	tails are —	hovo):			
	Telephone No		Email.		Mobile No.	
Lawyer's details	Name:					
[If a lawyer will appear for you]	Firm name:					
Accused's signature		gned by the accused dure Act 2004 section		cused is a corp	poration, made in accordance with the	
				Date		
Court address	Send this doc	ument to:				
	at:					

COURT HEARING NOTICE

Criminal Procedure Act 2004 Criminal Procedure Regulations 2005 - Form 5

Charge Number/s	
Registry Location	

Accused's	Full name						
Details	Address						
Hearing details		The charges in the attached prosecution notice dated will be first dealt with by the above court at the time, date and place stated below.					
Date and Time	Date		Time				
Place							
Notice to Accused		now what to do, you should get advice fro al Service. If you will need an interpreter i	om a lawyer, the Legal Aid Commission or the in court, please contact the court.				
Options	1. You can atte 2. You can do	end the above hearing.					
Your options	3. You can plea	ad <u>not guilty</u> in writing.					
are set out.		ad guilty in writing.					
	<u> </u>	nd 4 are explained below.					
Doing nothing		opear at the above hearing and you do no ermine the charge(s) at the above hearing	ot lodge with the court a written plea in time, the g in your absence.				
[Option 2]	In some cases hearing eviden		tion in the attached prosecution notice without				
	_		you arrested and brought before the court.				
	If the court find	ls you guilty, it may fine you and order you	ou to pay court costs and the prosecutor's costs.				
Pleading not	Pleading not g	uilty to a charge in the prosecution notice	e means you do not admit the charge.				
guilty in writing		you lodge with the court a written plea of <u>not guilty</u> , you need not attend the above hearing. If the court					
[Option 3]	with the charge	receives your written plea in time it will send you a notice of another hearing at which the court will deal with the charge(s) (in your absence if you are not there) and hear any evidence you wish to give and any witnesses you call.					
	A written plea	A written plea of not guilty must be lodged with the court at least 3 days before the above hearing date - by means of the ECMS; ¹ or					
	2. by compl	leting page 2 of this form and returning it	to the court registry				
Pleading guilty	Pleading guilty	to a charge in the prosecution notice me	eans you admit the charge.				
in writing		th the court a written plea of guilty, you ne court something.	eed not attend the above hearing unless you				
[Option 4]	If the court rec	eives your written plea in time it will deal v	with the charge(s) at the above hearing (in your er you to pay court costs and the prosecutor's				
			least 3 days before the above hearing date -				
	2. by compl	s of the ECMS;¹ or leting page 2 of this form and returning it ten explanation or information that you w					
		nt not accept your plea of guilty if what you happens you will be notified.	ou tell the court suggests you do not admit the				
Issuing details	This notice is is	ssued on					
	Prosecuting Of	fficer					
Service	On		accused was served with a copy of this notice and				
details ²	Name of serve	· ·	manner: *Registered No:				
[*Police only]		••	-				
	Signature:		*Station:				

Notes for Form 5 page 1:

^{5.} The electronic case management system (ECMS) can be accessed via the eCourts Portal of Western Australia at http://ecourts.justice.wa.gov.au/eCourtsPortal/.

^{6.} Service must be in accordance with the CPA Schedule 2 clause 2, 3 or 4 (see s.33(3)). Insert here whichever manner of service was used

WRITTEN PLEA BY ACCUSED

Criminal Procedure Act 2004 Criminal Procedure Regulations 2005 - Form 5 page 2

Charge Number/s	
Registry Location	

Accused's Details	Full name				
	Address				
Accused's plea	I have received a prosecution notice dated and a court hearing notice advising me of the hearing on				
	I understand or have had explained to me the charge(s) in the prosecution notice and the contents of the court hearing notice and I understand the effect of this written plea I am sending to the court.				
Plea of guilty [Tick one box]	☐ I plead guilty to the charge(s) in the prosecution notice. ☐ I plead guilty to the following charges in the prosecution notice. [If the prosecution notice contains more than one charge and you want to plead guilty to only some of them, write the numbers of the charges				
	here.]				
[Tick one box]	Attendance at court: I will be attending the hearing on the above date. I will not be attending the hearing on the above date. I would like the court to take account of the following: [If you are pleading guilty you can (but need not) explain why you committed the offence(s) and give any information that you want the court to consider when deciding what sentence to impose on you.]				
Plea of not guilty	☐ I plead <u>n</u>	ot guilty to the cha	rge(s) in the prosec	ution notice.	
[Tick one box]	I plead <u>not guilty</u> to the following charges in the prosecution notice. [<i>If the prosecution notice contains more than one charge and you want to plead not guilty to only some of them, write the numbers of them here</i>]				
[Tick one box]					
	Attendance at court: I will be attending the hearing on the above date. I will not be attending the hearing on the above date. At the trial of the charge(s) I intend to call witnesses (including myself). [Please insert the number of witnesses to assist the court in deciding how long the trial might last] When setting a date for the trial please take account of the following:				
	[Please provide any information that might assist the court when setting the date for the trial such as dates when you will be overseas or in hospital.]				
Contact details	My contact details are — Address (if different to the one above):				
	Telephone No		Email.		Mobile No.
Lawyer's details	Name:				
[If a lawyer will appear for you]	Firm name:				
Accused's signature	This may be signed by the accused's lawyer or, if the accused is a corporation, made in accordance with the Criminal Procedure Act 2004 section 154(1).				
				Date	
Court address	Send this doc	ument to:			
	at:				