Requesting court assistance   
for **people with a disability**

The Magistrates Court of Western Australia wants to make it easier for people with a disability to receive the most appropriate court assistance available, if possible.

To help, we ask that you provide information about the types of assistance you require, support you may bring, and the details court case you will be attending.

A form is attached requesting these details. Completing this form is voluntary. If you do not want to provide this information in writing to the court, you can speak with court staff (please see contacts list on the last page).

Please ensure you provide the court with enough notice, as requests may not be able to be fulfilled at short notice.

You should not need to ask for assistance for **this** court case again.

**To complete the form**

**Court Copy** – Notification to the Court

1. Once you know the date you are attending court tick the boxes that apply on the Court Copy form attached.
2. Email or hand-in the Court Copy form to the court the matter is to be heard in. The court will contact you regarding your request at a later date.

**Court Copy - Notification to the Court**

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| Your Name: | Your Phone Number: |
| Your Email Address: | Court Reference Number: |
| Your role in the court case  (Please tick which one applies): | □ Accused  □ Claimant  □ Applicant  □ Respondent  □ Witness  □ Legal Practitioner  □ Other (please specify): |
| Date of court appearance: |  |
| Signature:  (\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ signing on behalf of the court visitor)  Date: | |
| **Indicate support or request (please tick which applies)** | |
| □ Hearing Loop/ Infra-Red equipment | □ Wheelchair access |
| □ I will bring a support person (cognitive disability) | □ I will bring a support person (psychiatric disability) |
| □ I will bring a support person (other disability) | □ I will bring a support dog |
| □ I will bring a support animal (please state which animal): | |
| □ Other help is requested (please specify): | |

**Contact us**

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| **Central Law Courts** 501 Hay Street PERTH 6000 **Telephone:** (08) 9425 2222 **Facsimile:** (08) 9425 2776 **Email:**  PerthMagistratesCourt@justice.wa.gov.au | |
| **Armadale Courthouse** 109 Jull Street ARMADALE 6112 **Telephone:** (08) 9399 0700 **Facsimile:** (08) 9497 1488 **Email:** [armadalecourt@justice.wa.gov.au](mailto:armadalecourt@justice.wa.gov.au) | **Fremantle Courthouse** 8 Holdsworth Street FREMANTLE 6160 **Telephone:** (08) 9431 0300 **Facsimile:** (08) 9430 4464 **Email:** [fremantlecourt@justice.wa.gov.au](mailto:fremantlecourt@justice.wa.gov.au) |
| **Joondalup Courthouse** 21 Reid Promenade JOONDALUP 6027 **Telephone:** (08) 9400 0700 **Facsimile:** (08) 9300 2005 **Email:** [joondalupcourt@justice.wa.gov.au](mailto:joondalupcourt@justice.wa.gov.au) | **Midland Courthouse** 24 Spring Park Road MIDLAND 6056 **Telephone:** (08) 9250 0200 **Facsimile:** (08) 9274 6676 **Email:** [midlandcourt@justice.wa.gov.au](mailto:midlandcourt@justice.wa.gov.au) |
| **Rockingham Courthouse** 16/17 Whitfield Street ROCKINGHAM 6168 **Telephone:** (08) 9527 6433 **Facsimile:** (08) 9592 3077 **Email:** [rockinghamcourt@justice.wa.gov.au](mailto:rockinghamcourt@justice.wa.gov.au) | **Mandurah Courthouse** 333 Pinjarra Road MANDURAH 6210 **Telephone:** (08) 9583 1100 **Facsimile:** (08) 9581 1842 **Email:** [mandurahcourt@justice.wa.gov.au](mailto:mandurahcourt@justice.wa.gov.au) |
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| **For regional court locations and more information please visit www.magistratescourt.wa.gov.au** | |
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