

REGISTRY AT:

**MAGISTRATES COURT of  
WESTERN AUSTRALIA**  
MAGISTRATES COURT (CIVIL PROCEEDINGS) ACT  
2004  
**CONSUMER/TRADER CLAIM**  
**MINOR CASE**  
**FORM 6**

Case number:

Date lodged:

**CLAIMANT**

Consumer  
 Trader (full trading name)

Name:

Address: Postcode:

**DEFENDANT**

Consumer  
 Trader (full trading name)

Name:

Address: Postcode:

See Part E for information

**REMEDY OR RELIEF SOUGHT**  tick [] appropriate box

<input type="checkbox"/> The performance of work	<input type="checkbox"/> The provision of services
<input type="checkbox"/> The payment of an amount of money	<input type="checkbox"/> The relief from payment of an amount of money
<input type="checkbox"/> The return of goods	<input type="checkbox"/> The replacement of goods

**NOTICE OF HEARING**

TAKE NOTICE that this claim has been set down for a listing conference in the Magistrates Court held at:

on \_\_\_\_\_ day the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

am/pm.

**FINANCIAL DETAILS**

Amount of claim	\$ .....
Court fee	\$ .....
<b>Total amount of claim</b>	<b>\$.....</b>

**CLAIMANT'S ADDRESS FOR SERVICE**

*Tick [] appropriate box and insert address details below:*

Residential or principal place of business address:  
 Registered Office address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Court Seal

Contact details	Tel:	Claimant ref
	Fax:	E-mail:
Signature of claimant	The claimant elects to have this claim dealt with under the minor cases procedure as set out in Part 4 of the <i>Magistrates Court (Civil Proceedings) Act 2004</i> as a Minor Case.	

**DETAILS OF CLAIM (Give full details and attach additional sheets if needed)**


Case No                      of 20

**FEES PAID**

**LODGEMENT OF CLAIM**

\$                      Rec No                      Date                      /                      /20

**LODGEMENT OF COUNTER/THIRD PARTY CLAIM**

\$                      Rec No                      Date                      /                      /20  
\$                      Rec No                      Date                      /                      /20  
\$                      Rec No                      Date                      /                      /20

**APPLICATIONS**

\$                      Rec No                      Date                      /                      /20  
\$                      Rec No                      Date                      /                      /20  
\$                      Rec No                      Date                      /                      /20

**ASSESSMENT OF COSTS**

\$                      Rec No                      Date                      /                      /20

**OTHER**

\$                      Rec No                      Date                      /                      /20  
\$                      Rec No                      Date                      /                      /20  
\$                      Rec No                      Date                      /                      /20



## PART C – INFORMATION FOR DEFENDANT

### PLEASE READ THIS FORM THOROUGHLY

The following information is a guide only. A fact sheet containing detailed information on court procedures is available from any Magistrates Court Registry or at [www.magistratescourt.wa.gov.au](http://www.magistratescourt.wa.gov.au)

For legal advice you should see a lawyer.

<b>CONSUMER/TRADER CLAIM</b>	<ul style="list-style-type: none"><li>○ A consumer/trader claim is a claim that arises out of a contract for the supply of goods or the provision of services between a consumer and a trader.</li><li>○ You are a trader if you supply goods or services as part of your business.</li><li>○ You are a consumer if you are a <u>natural person</u> who has hired or bought goods or services for private use.</li></ul>
<b>INITIAL APPEARANCE AT A LISTING CONFERENCE</b>	<ul style="list-style-type: none"><li>○ A party must attend a listing conference in person.</li><li>○ At a listing conference the Court may direct that the parties immediately attend a pre-trial conference before a Registrar.</li><li>○ If the claim cannot be settled, the Court will list the case for trial.</li></ul>
<b>HOW TO PREPARE FOR TRIAL</b>	<ul style="list-style-type: none"><li>• Bring all documents, such as contracts, quotes, receipts, cheque books or letters and any other information or material you think will help answer the claim. Promotional material or photographs may be helpful.</li><li>• If you have witnesses who can help you state your claim, you should arrange for them to attend the hearing.</li><li>• If you think you will need an interpreter you must immediately advise the Court of the language and dialect you require. Give your name, case number and the date of the hearing.</li></ul>
<b>LEGAL REPRESENTATION</b>	<ul style="list-style-type: none"><li>• As the claimant has elected that the case be dealt with under the Minor Cases Procedure, lawyers are not allowed to represent you before the Court, unless the Court gives leave.</li></ul>
<b>ADDRESS FOR SERVICE</b>	<ul style="list-style-type: none"><li>• This is the address to which the Court and the claimant will send/serve documents and notices.</li><li>• A document lodged in relation to a case must contain a residential or business address for service or in the case of a corporation, registered office or principal place of business.</li><li>• To enable a party to serve documents by email or fax, an email address or fax number may be provided in addition to the above.</li><li>• If a party wishes to change their address for service they must lodge a Form 54 with the court and serve a copy of it on the other parties.</li></ul>
<b>LODGING A COUNTERCLAIM OR THIRD PARTY CLAIM</b>	<ul style="list-style-type: none"><li>• If you wish to make a counterclaim or a third party claim, you must lodge either a Form No 8 or a Form No 9 within 14 days after you have received a copy of the claim against you. A fee is payable for lodging a counterclaim or third party claim.</li></ul>



## PART E – INFORMATION FOR CLAIMANT

### PLEASE READ THIS FORM THOROUGHLY

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For legal advice you should see a lawyer.

<b>CLAIMANT</b>	<ul style="list-style-type: none"><li>Your full name or the full name of your company or business.</li></ul>
<b>DEFENDANT</b>	<ul style="list-style-type: none"><li>The full name or the name of the company or business you are issuing the claim against.</li></ul>
<b>METHOD OF SERVICE</b>	<ul style="list-style-type: none"><li>The court registry will arrange for service of your claim on the defendant unless the Court orders otherwise.</li></ul>
<b>CONSUMER/TRADER CLAIM</b>	<ul style="list-style-type: none"><li>A consumer/trader claim is a claim that arises out of a contract for the supply of goods or the provision of services between a consumer and a trader.</li><li>You are a trader if you supply goods or services as part of your business.</li><li>You are a consumer if you are a <u>natural person</u> who has hired or bought goods or services for private use.</li></ul>
<b>DETAILS OF CLAIM</b>	<ul style="list-style-type: none"><li>A description of the dispute between the consumer and the trader (e.g. date of transaction, date when problem arose and details of the transaction or problem).</li></ul>
<b>RELIEF REQUIRED</b>	<ul style="list-style-type: none"><li>If claiming monetary relief then you must state the value of your claim. The court registry will assess the fees applicable for the issue of the claim. This will be added to your claim amount to reveal a total amount of claim.</li></ul>
<b>SIGNATURE</b>	<ul style="list-style-type: none"><li>It is necessary for you to sign each copy of the claim form within this package.</li></ul>
<b>ADDRESS FOR SERVICE</b>	<ul style="list-style-type: none"><li>This is the address to which the Court and the defendant will send/serve documents and notices.</li><li>A document lodged in relation to a case must contain a residential or business address for service or in the case of a corporation, registered office or principal place of business.</li><li>To enable a party to serve documents by email or fax, an email address or fax number may be provided in addition to the above.</li><li>If a party wishes to change their address for service they must lodge a Form 54 with the court and serve a copy of it on the other parties.</li></ul>
<b>CONTACT DETAILS</b>	<ul style="list-style-type: none"><li>It is suggested that you include a contact telephone number where possible. This will allow the defendant or Court to contact you if the need arises.</li></ul>
<b>INITIAL APPEARANCE AT A LISTING CONFERENCE</b>	<ul style="list-style-type: none"><li>A party must attend a listing conference in person.</li><li>At a listing conference the Court may direct that the parties immediately attend a pre-trial conference before a Registrar.</li><li>If the claim cannot be settled, the Court will list the case for trial.</li></ul>
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