MAGISTRATES COURT OF WESTERN AUSTRALIA

COURT FEES

Effective from September 2026

Residential Tenancies Fees effective 1 July 2026
Lawyer's costs effective 21 September 2026

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Civil Proceedings

General / Minor Case Procedures

Form 3 - General Procedure Claim
Form 4 - Minor Cases Procedure Claim
Form 7 - Consumer/Trader Claim General Procedure Claim

	Minor Claim not exceeding $10,000				General Procedure Claim Over $10,000 and not exceeding $50,000				Claim exceeding $50,000			
Description of Process	**Individual**	**Eligible Entity**	**Entity**	**Eligible Individual**	**Individual**	**Eligible Entity**	**Entity**	**Eligible Individual**	**Individual**	**Eligible Entity**	**Entity**	**Eligible Individual**
Filing fee	**$199.50** (inclusive of Suitor's Fund fee - $3.00)	**$196.50**	**$384.00** (inclusive of Suitor's Fund fee - $3.00)	**$59.00**	**$502.00** (inclusive of Suitor's Fund fee - $3.00)	**$499.00**	**$976.00** (inclusive of Suitor's Fund fee - $3.00)	**$100.00**	**$797.00** (inclusive of Suitor's Fund fee - $3.00)	**$794.00**	**$1549.00** (inclusive of Suitor's Fund fee - $3.00)	**$100.00**
Bailiff/ Claimant Service fee	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**

Item 1 *Legal Profession (Magistrates Court) (Civil) Determination 2024*

	Claim not exceeding $10,000	Claim over $10,000 to $75,000
Letter of Demand	**Nil**	**Fixed amount $88.00**

Item 2 *Legal Profession (Magistrates Court) (Civil) Determination 20204*

	Claim not exceeding $10,000	Claim over $10,000 to $75,000
Lawyer's costs	**Nil**	**Fixed amount $561.00** **$66.00 for each additional defendant**

Service

Description of Process	Fee
Service of any process	**$117.50**

Travelling

The fee is payable whether or not the service is successful and covers up to 3 attempts at service at the same address.

a) For each kilometre travelled (one way) in the metropolitan area $2.70

b) For each kilometre travelled (one way) outside the metropolitan area $3.10

If more than one process or document is executed or served by a bailiff at the same time on the same person or on different persons at the same address, only one allowance for kilometres is chargeable.

Claim for Recovery of Possession of Real Property

Form 5 – Claim for Recovery of Possession of Real Property

	Gross Annual Value of Rent not exceeding $10,000				Gross Annual Value of Rent Over $10,000 and not exceeding $50,000				Gross Annual Value of Rent exceeding $50,000			
Description of Process	**Individual**	**Eligible Entity**	**Entity**	**Eligible Individual**	**Individual**	**Eligible Entity**	**Entity**	**Eligible Individual**	**Individual**	**Eligible Entity**	**Entity**	**Eligible Individual**
Filing fee	**$199.50** (inclusive of Suitor's Fund fee - $3.00)	**$196.50**	**$384.00** (inclusive of Suitor's Fund fee - $3.00)	**$59.00**	**$502.00** (inclusive of Suitor's Fund fee - $3.00)	**$499.00**	**$976.00** (inclusive of Suitor's Fund fee - $3.00)	**$100.00**	**$797.00** (inclusive of Suitor's Fund fee - $3.00)	**$794.00**	**$1549.00** (inclusive of Suitor's Fund fee - $3.00)	**$100.00**
Bailiff/ Claimant Service fee (plus travelling fee)	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**
Application for hearing	**309.00**	**$309.00**	**$603.00**	**$92.50**	**$565.00**	**$565.00**	**$1090.00**	**$100.00**	**$627.00**	**$627.00**	**$1218.00**	**$100.00**

Item 2 *Legal Profession (Magistrates Court) (Civil) Determination 2024*

	Claim not exceeding $10,000	Claim over $10,000 to $75,000
Lawyer's costs	**Nil**	**Fixed amount $561.00** **$66.00 for each additional defendant**

Residential Tenancies

Applications

RSTN Form 6 – Application for Disposal of Bond Money
RSTN Form 11 – Proceeds of Sale of Abandoned Goods
RSTN Form 12 – Application for Court Order
RSTN Form 16 – Application to Set Aside/ Vary Order

Description of Process	Claim not exceeding $10,000
Filing fee – financially disadvantaged person	$23.70
Filing fee – any other person	$86.00 (Inclusive of suitor's fund fee - $3.00)
Application search by reporting service approved by Attorney General	$0.65
Application search by any other person	$4.20
Photocopy of any RSTN document not exceeding 4 pages	$3.20
Photocopy of any RSTN document 5 pages or more	$0.75
Certification that RSTN document is a true copy (for each document)	$3.20

Dispute

RSTN Form 5

Description of Process	Claim not exceeding $10,000
Dispute filing fee	$22.10

Review by magistrate of an order made by a registrar see page 10 under the section Commencing An Appeal – Against Decisions of a Registrar – Form 1B Magistrates Court (General Rules) 2005 for filing fees.

Process relating to Counterclaim, Set-Off and Third Party Claim or other Application

Form 8 – Counter Claim
Form 9 – Third Party Claim
Form 68 – Statement of Defence to General Procedure Claim and Counterclaim

	Claim not exceeding $10,000			Over $10,000 and not exceeding $50,000			Claim exceeding $50,000		
Process	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**
Filing fee	**$127.50**	**$248.00**	**$38.30**	**$234.00**	**$384.00**	**$70.00**	**$371.00**	**$619.00**	**$111.50**
Bailiff/ Claimant Service fee (plus travelling fee)	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**

Application for Default Judgment

Form 13 – Application for Default Judgment
Form 13A – Application for Default Judgment by Defendant

Item 11 ***Legal Profession (Magistrates Court) (Civil) Determination 2024***

	Claim not exceeding $10,000	Claim over $10,000 to $75,000
Lawyer's costs	**Nil**	**Fixed amount $220.00**

Request for Certificate of Judgment

Form 55 – Request for Certificate of Judgment

Item 17(b) ***Legal Profession (Magistrates Court) (Civil) Determination 2024***

	0 - $75,000
Lawyer's costs	**Fixed amount $220.00**

Process relating to Trial

Application for Hearing – General Procedures

Form 28 – Request for Pre- Trial Conference

	Claim not exceeding $10,000			Over $10,000 and not exceeding $50,000			Claim exceeding $50,000		
Description of Process	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**
Filing fee **Includes:** • **Pre trial conference** • **Mediation conference** • **Direction hearings** • **Listing conference**	**$309.00**	**$603.00**	**$92.50**	**$565.00**	**$1090.00**	**$100.00**	**$627.00**	**$1218.00**	**$100.00**

No fees payable:

- ❖ Minor cases procedure or residential tenancies
- ❖ Listing an appeal for hearing or for relisting a hearing,
- ❖ Application for hearing a counterclaim or set-off

Allocation of a date or dates of hearing for each <u>half-day</u> allocated

Form 33

	Claim not exceeding $10,000			Over $10,000 and not exceeding $50,000			Claim exceeding $50,000		
Description of Process	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**
Allocation fee	**$178.50**	**$468.00**	**$53.50**	**$316.00**	**$815.00**	**$95.00**	**$451.00**	**$1161.00**	**$100.00**

No fees payable:

- ❖ Minor cases procedure or residential tenancies
- ❖ Interlocutory proceedings or assessment of damages
- ❖ The fee will be determined on the basis that the days allocated for a hearing are the number of days determined by the magistrate at a listings conference
- ❖ *Written requests for refunding or transferring fees are to be approved by the Registrar*

Additional half-day Hearing

Form 33

	Claim not exceeding $10,000			Over $10,000 and not exceeding $50,000			Claim exceeding $50,000		
Process	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**
Filing fee	**$178.50**	**$468.00**	**$53.50**	**$316.00**	**$815.00**	**$95.00**	**$451.00**	**$1161.00**	**$100.00**

- **This fee is payable for each additional day or part day that a hearing proceeds beyond the date or dates allocated.**
- **The daily fee becomes payable on a day to day basis and is payable prior to the daily reconvening of the hearing.**

Applications

On filing an interlocutory application or application for assessment of damages or summary judgment Form 23 – Application

Assessment of Damages (application for default judgment) Form 13 – Application for Default Judgment

	Claim not exceeding $10,000			Over $10,000 and not exceeding $50,000			Claim exceeding $50,000		
Process	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**
Filing fee	**$164.50**	**$319.00**	**$49.40**	**$197.50**	**$381.00**	**$59.50**	**$264.00**	**$521.00**	**$79.00**
Bailiff/ Claimant service fee (plus travelling fee)	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**	**$117.50**

No fees payable:

- Minor cases procedure or Residential Tenancies
- The fee is inclusive of the hearing of the application or summons and includes any adjournment of the hearing.
- This fee is not payable for matters dealt with in the absence of a party.

Summons To Witness

Form 46 – Application for Witness Summons

Description of Process	0 - $75,000
Bailiff/Claimant Service fee **(plus travelling fee)**	**$117.50**

Warrant to Arrest Witness

	Bailiff fees
Warrant for arrest ***The fee for conveying the person will be held in trust by the court and paid to the sheriff upon performing this service, otherwise if the sheriff is not entitled to the fee it should be refunded to the judgment creditor.**	**$430.00** **Includes** **(a) $216.00 for arresting the person** **(b) $214.00 for conveying the person to a court or a custodial place and releasing the person from arrest or custody**

Bill of Costs

Appointment to Assess a Bill of Costs

Form 50 – Bill of Costs for Assessment

	Claim not exceeding $10,000			Over $10,000 and not exceeding $50,000			Claim exceeding $50,000		
Description of Process	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**
Lodgement fee	$164.50	$319.00	$49.40	$197.50	$381.00	$59.50	$264.00	$521.00	$79.00
Assessment fee	2.5%	2.5%	0.0%	2.5%	2.5%	0.0%	2.5%	2.5%	0.0%

- These fees are not payable for matters dealt with under the minor cases procedures, residential tenancies proceedings.
- Where the assessment fees are payable, **the following rounding rules apply:**

For fees of $0.01 - $20.00:	fee is rounded to the nearest 0.05;
For fees of $20.01 - $50.00:	fee is rounded to the nearest $0.10;
For fees of $50.01 - $200.00:	fee is rounded to the nearest $0.50; and
For fees of $200.01 and over:	fee is rounded to the nearest $1.00.

- ❖ Written requests for refunding or transferring fees are to be approved by the Registrar.

Commencing an Appeal – Against Decisions of a Registrar (Magistrates Court (General Rules) 2005)

Form 1B – Appeal against Registrar's Decision

	Claim not exceeding $10,000			Over $10,000 and not exceeding $50,000			Claim exceeding $50,000		
Description of Process	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**
Filing fee	$65.50	$168.50	$19.65	$98.00	$257.00	$29.40	$131.00	$345.00	$39.30

- ❖ This fee is payable for all matters including minor cases procedures and residential tenancies proceedings.

Civil Judgments Enforcement – Fees relating to Enforcement Proceedings

CJE Form 6 – Application or Request to Court

	Judgment not exceeding $10,000			All other judgments		
Description of Process	**Fee for Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual Fee for Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**
Application for enforcing a judgment	$164.50	$247.00	$49.40	$264.00	$401.00	$79.00

- The fee is payable only once on the first application or request by a judgment creditor or other person entitled to the benefit of the judgment.

No fee payable:

- In relation to interpleader proceedings.
- For registering a judgment or order of a court or tribunal of the State the purposes of enforcing the judgment or order.
- For an application or request brought by a person other than a judgment creditor or other person entitled to benefit of the judgment.
- The fee payable on an application relating to an order made in the exercise of the jurisdiction referred to in the Residential Tenancies Act 1987 section 12A is the fee payable on an application in relation to a judgment not exceeding $10 000.

Item 18 *Legal Profession (Magistrates Court) (Civil) Determination 2024*

	Magistrates Court Jurisdiction $0 to $75,000
Lawyer's costs (Note – This does not apply to request for means inquiry, default inquiry and other application or request under the *Civil Judgment Enforcement Act 2004*)	(a) Fixed amount $242.00 for enforcement application in relation to execution (i.e. Property (seizure & sale) order, Property (seizure & delivery) order, Warrant for Arrest and Warrant for imprisonment on default) (b) If against land an additional 3 hours - $957.00

Registering a Certificate

	Registering a judgment in a court under the Service and Execution of process Act 1992 (Commonwealth) section 105(1)		
Description of Process	**Fee for Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**
Judgment Registration	140.00	$185.00	$42.00

- Payable on interstate registrations

Item 20 *Legal Profession (Magistrates Court) (Civil) Determination 2024*

	Magistrates Court Jurisdiction $0 to $75,000
Lawyer's costs	Fixed amount $253.00

Service Fee *Civil Judgments Enforcement Regulations 2005 – Schedule 2 (1)*

Description of Process	Fee
Service of any process when personal service is required by the Act	**$117.50**
Service by post, including postage	**$57.50**
Service of any process, when personal service is NOT required by the Act	**$85.50**

Bailiff Fee

The Bailiff's travelling fees are to be added where travel is necessary to perform a function under the enforcement order, to serve a process, or document, or to make an arrest under a warrant, or for an attempt, attendance or inspection from the Bailiff's Office. For further information on travelling fees, please see "Travelling", on page 5 of this booklet, or refer to the Bailiff Mileage fees (metropolitan and country) available on the Magistrates Court website.

Description of Process	0 - $75,000
	Bailiff service
Means inquiry	**$117.50**
Default inquiry	**$117.50**
Earnings Appropriation order	**$85.50**
Debt Appropriation order	**$85.50**
Property (seizure & sale) order	269.00
Warrant for arrest *The fee for conveying the person will be held in trust by the court and paid to the sheriff upon performing this service, otherwise if the sheriff is not entitled to the fee it should be refunded to the judgment creditor.	**$430.00** **Includes** **(a) $216.00 for arresting the person** **(b) $214.00 for conveying the person to a court or a custodial place and releasing the person from arrest or custody**
Warrant for imprisonment on default of SIO *The fee for conveying the person will be held in trust by the court and paid to the sheriff upon performing this service, otherwise if the sheriff is not entitled to the fee it should be refunded to the judgment creditor. *Warrant issued pursuant to S 90(5) CJEA (CJE Form 35)*	**$430.00** **Includes** **(a) $216.00for arresting the person** **(b) $214.00 for conveying the person to a court or a custodial place and releasing the person from arrest or custody**
Property (seizure & delivery) order	$216.00

Maximum Commission for delivery of real property in accordance with the Property (seizure & delivery) order	$585.00
Bailiff's Commission for enforcing a PSSO or for money recovered by the Sheriff or Judgment Creditor following seizure	- For amounts up to and including $13,500.00: a fee at the rate of 5.00%; - For the balance over $13,500.00: a fee at the rate of 2.50%
Bailiff's Commission for enforcing a PSDO (goods), assessed on the value of the property delivered:	- For amounts up to and including $13,500.00: a fee at the rate of 5.00%; - For the balance over $13,500.00: a fee at the rate of 2.50%.
Bailiff's Commission for enforcing a PSDO (real property/ land), assessed on the value of the property delivered:	- For amounts up to and including $13,500.00: a fee at the rate of 5.00%; - For the balance over $13,500.00: a fee at the rate of 2.50%

Other Statutory Applications

Extraordinary Licence

	Individual	Fee for entity	Fee for eligible individual
Application Fee	**$255.00**	**N/A**	**$76.50**

Misconduct Restraining Order

	Individual or eligible entity	Fee for entity	Fee for eligible individual
Application Fee	**$195.50**	**$195.50**	**$58.50**

Application under Fines, Penalties and Infringement Notices Enforcement Act

	Individual or eligible entity	Fee for entity	Fee for eligible individual
Application Fee	**$195.50**	**$195.50**	**$58.50**

Application Under Conferring Act

	Individual	Eligible Entity	Fee for Entity	Fee for Eligible Individual
Application Fee	**$198.50** (inclusive of Suitor's Fund fee - $3.00)	**$195.50**	**$198.50** (inclusive of Suitor's Fund fee - $3.00)	**$58.50**

Item 2 ***Legal Profession (Magistrates Court) (Civil) Determination 2024***

	Claim not exceeding $10,000	Claim over $10,000 to $75,000
Lawyer's costs	Nil	Fixed amount $561.00 $66.00 for each additional defendant

Disposal of Uncollected Goods 1970

	Individual or eligible entity	Fee for entity	Fee for eligible individual
Application Fee	**$195.50**	**$195.50**	**$58.50**

Restraint of Debtors Act 1984

	Claim not exceeding $10,000			Over $10,000 and not exceeding $50,000			Claim exceeding $50,000		
Description of Process	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**
Originating filing fee	$196.50	$381.00	$59.00	$499.00	$973.00	$100.00	$794.00	$1546.00	$100.00
Execution of Arrest Warrant fee	$214.00	$214.00	$214.00	$214.00	$214.00	$214.00	$214.00	$214.00	$214.00

Criminal

Magistrates Court (Fees) Regulations 2005 Division 1 and Division 3			
Description of Process	**Individual or eligible entity**	**Fee for entity**	**Fee for eligible individual**
Prosecution Notice.	$164.50	$164.50	$49.40
For the issue of a summons or court hearing notice to an accused.	$31.60	$31.60	$9.50
Suitor's Fund Fee *(Is not applicable to Eligible Entities or Eligible Individuals)*	**Individual -** $3.00 **Eligible entity -** n/a	$3.00	n/a
Application under Section 71 *Criminal Procedure Act 2004*	$164.50	$164.50	$49.40
Warrant of any kind. Issue Execution	$164.50 $214.00	$164.50 $214.00	$49.40 $214.00
Service Fee - Includes: ❖ Application ❖ Summons ❖ Originating Process ❖ Notice or Order of Court	$117.50	$117.50	$117.50

CONSOLIDATED CRIMINAL FEES

Description of Process	Individual or eligible entity	Fee for entity	Fee for eligible individual
Prosecution Notice only.	$164.50	$164.50	$49.40
Prosecution Notice attached to a Summons or Court Hearing Notice. (Court or Police to arrange service)	**Individual** $316.60 **Eligible Entity** $313.60	$316.60	$176.40
Prosecution Notice attached to a Summons or Court Hearing Notice (Prosecutor to arrange service)	**Individual** $199.10 **Eligible Entity** $196.10	$199.10	$58.90
Application under Section 71 *Criminal Procedure Act 2004*	$164.50	$164.50	$49.40
Issue and execution of a warrant of any kind	$378.50	$378.50	$263.40
Warrant attached to a Prosecution Notice	$543.00	$543.00	$312.80
Warrant attached to a Prosecution Notice and a Court Hearing Notice or Summons	**Individual** $695.10 **Eligible Entity** $692.10	$695.10	$439.80

(Please note that the suitors fund fee is applied on the issue of a summons or a court hearing notice only for Individuals and Entities but is not applicable to Eligible Individuals and Eligible Entities).

Records

Copies of Documents or Exhibits

	Individual or eligible entity	Fee for entity	Fee for eligible individual
Description of Process			
Copies of documents or exhibits	$2.80 per page	$2.80 per page	$0.85 per page
Copy of reasons for judgment (i) For each copy consisting of not more than 10 pages issued to a person not a party to the proceedings and for each copy in excess of one copy issued to a party to the proceedings	$23.60	$23.60	$7.10
(ii) For each copy consisting of 10 or more pages an additional fee	$3.00 per page	$3.00 per page	$0.90 per page
For certifying that a document is a true copy	$31.10	$31.10	$9.35
For issuing a duplicate of an enforcement order or a document under the *Civil Judgment Enforcement Act 2005* or Regulations.	$26.80	$26.80	$8.05
For every order or conviction drawn up in the Courts criminal jurisdiction or for a duplicate document or order. *Section 1 (a) and 1(b) Division 1- General*	$26.80	$26.80	$8.05

Transcript

	Individual or eligible entity	Fee for entity	Fee for eligible individual
Description of Process			
Copy of a transcript or notes of evidence for each page or part of a page **Provided within 1 day after the day on which the fee is paid**	$31.30 plus $12.90 per page	$31.30 plus $25.80 per page	$9.40 plus $3.85 per page
Provided within 2 days after the day on which the fee is paid	$31.30 plus $11.85 per page	$31.30 plus $23.60 per page	$9.40 plus $3.55 per page
Provided within 4 days after the day on which the fee is paid	$31.30 plus $11.15 per page	$31.30 plus $22.60 per page	$9.40 plus $3.35 per page
Provided within 7 days after the day on which the fee is paid	$31.30 plus $10.80 per page	$31.30plus $21.50 per page	$9.40 plus $3.25 per page
Provided within 14 days after the day on which the fee is paid	$31.30 plus $9.10 per page	$31.30 plus $18.30 per page	$9.40 plus $2.75 per page
Provided on a running basis (i.e. periodically throughout or following the day of the proceedings)	$31.30 plus $13.70 per page	$31.30 plus $27.40 per page	$9.40 plus $4.10 per page
For each copy of a transcript or notes of evidence in electronic format if a fee has been paid as above by the applicant	$32.70 per copy	$32.70 per copy	$9.80 per copy
For each copy of a transcript not in electronic format if a fee has been paid by the applicant for a copy of the transcript	$3.30 per page	$3.30 per page	$1.00 per page

Reg. 6A Magistrates Court (Fees) Regulations. Certain transcript fees must be waived (1) In this regulation — interim order means a family violence restraining order or a violence restraining order made under the Restraining Orders Act 1997 section 29(1)(a) the duration of which is more than 72 hours. (2) A registrar must waive the fee under Schedule 1 Division 1 item 8(a) for the provision of a transcript, or a part of a transcript, if — (a) the transcript, or the part of the transcript, is of a hearing at which an interim order was made; and (b) the interim order — (i) is still in force under the Restraining Orders Act 1997; or (ii) has become a final order under the Restraining Orders Act 1997 section 32(2); and (c) the person bound by

the interim or final order (the interim order respondent) requests the provision of the transcript, or the part of the transcript, either personally or by legal practitioner; and (d) the interim order respondent has not previously obtained the transcript, or the part of the transcript, under this subregulation.

Search

	Individual or eligible entity	Fee for entity	Fee for eligible individual
Description of Process			
For searching any record or proceeding other than a search by or on behalf of a party to the proceedings in the Court's civil jurisdiction.	$68.00	$68.00	$20.40
Listening to or viewing any electronic recording that requires supervision by an officer of the Court, a search fee of And in addition to the search fee, for each hour of the officer's time.	$68.00 $165.50	$68.00 $165.50	$20.40 $49.60

Production of Records or Documents

	Individual or eligible entity	Fee for entity	Fee for eligible individual
Description of Process			
On an application for the production of records or documents that are required to be produced to any court, tribunal, arbitrator or umpire.	$99.50	$99.50	$29.80
If an officer is required to attend at any court or place out of the court building where the officer is based, the officer's reasonable expenses and, in addition for each hour when the officer is necessarily absent from his or her office.	$142.50	$142.50	$42.80

METHODS OF PAYMENT

Online forms:

Credit Card – Master Card or Visa Card

By mail:

Credit Card – Master Card or Visa Card
Cheque / Bank Cheque
Money Order

All Cheques payable to ‘Magistrates Court of WA’

When sending payment and documents by mail, please ensure that you mail to the correct Registry location. The address details for each registry can be located on the website: www.magistratescourt.wa.gov.au.

In person:

Cash
EFTPOS facilities available
Credit Card – Master Card or Visa Card
Cheque / Bank Cheque
Money Order

All Cheques payable to ‘Magistrates Court of WA

MAGISTRATES COURT OF WA
CREDIT CARD AUTHORITY

CARD TYPE	☐ **MASTER** ☐ **VISA**
CARD NUMBER	_ _ _ _ / _ _ _ _ / _ _ _ _ / _ _ _ _
EXPIRY DATE	_ _ / _ _ _ CCV No. _ _ _
CARD HOLDER NAME	
CARD HOLDER CONTACT PHONE NUMBER:	

PAYMENT DETAILS

PARTIES DETAILS	

VS

PARTIES DETAILS	
CASE NUMBER	

TOTAL AMOUNT	**$**	**Receipt Required**	☐ **Yes** ☐ **No**
Receipt to be mailed to:			

CARD HOLDER SIGNATURE	

INTERNAL USE ONLY

EFTPOS Processed By	***Cashier Print Name***	*Attach Terminal Receipts*
EFTPOS Transaction Number:		
Cashier Signature:		