

CASE FINALISATION FORM – FAMILY LAW

Client Name _____
 LSC File Number _____
 Firm: _____
 Date matter finalised: _____

Primary Matter Group: _____

REASON

(TICK ONE ONLY):

- CASE COMPLETED
- COMMISSION TERMINATED & LAPSED
- RECIPROCITY TRANSFER
- REFUSED
- TRANSFER OTHER APPLICATION
- WITHDRAWN BY CLIENT

FINALISED STAGE

(TICK ONE ONLY):

- AFTER CSS NEGOTIATIONS
- AFTER CSS REVIEW HEARING
- AFTER HEARING OF APPEAL
- AID TERMINATED
- AT JUDGEMENT OR AFTER
- AT MEDIATION
- BEFORE CONCLUSION OF TRIAL
- BEFORE CSS REVIEW HEARING
- BEFORE ISSUE OF PROCEEDINGS
- BEFORE PRE TRIAL/ORDER 24/COUNSELLING CONFERENCE
- BEFORE START OF TRIAL
- NOT KNOWN/NO COURT PROCEEDINGS
- NO FURTHER INSTRUCTIONS
- TRIAL PREPARED BUT DID NOT PROCEED

FAMILY VIOLENCE INDICATOR

(TICK ONE ONLY):

- NO
- EXPERIENCING FAMILY VIOLENCE
- ALLEGATIONS OF FAM VIOLENCE AGAINST CLIENT
- BOTH

LEGAL OUTCOME

(TICK ONE ONLY)

- APPEAL ALLOWED
- APPEAL DISMISSED
- APPLICATION DISMISSED
- APPLICATION GRANTED
- APPLICATION WITHDRAWN
- ARREARS DISCHARGED
- CONSENT ORDERS
- DEPARTURE ORDER
- MEDIATED AGREEMENT
- NON PATERNITY DECLARATION
- NOT KNOWN
- ORDER DISCHARGED
- ORDER FOR NO CONTACT
- ORDER MADE
- ORDER VARIED
- PARENTING ORDER
- PATERNITY

IN-HOUSE FILES ONLY: Are there still monies held in the Commission's Trust Account: YES NO

AUTHORISED BY(SIGNATURE): _____

Records Management (To be completed by Assignments Officer closing file)

- ABORIGINAL OR TORRES STRAIT ISLANDER FAMILY DISPLACEMENT
- GENERAL CASE FILE
- HIGH COST CASE (EXCEEDS FUNDING CAP)
- MENTAL INCOMPETENCE
- REFUSED

- CHILD REPRESENTATION
Youngest child's DOB: / /
- GUARDIANSHIP ORDER
- LEGAL PRECEDENT
- POLICY OR PROCEDURE CHANGE
- SUBSTANTIAL PUBLIC INTEREST