



# External appeal form

ADMINISTRATIVE AND EQUAL OPPORTUNITY DIVISION AND OCCUPATIONAL DIVISION

**File Number**

*Office use only*

## 1. PARTIES

---

**Appellant**

**Respondent**

## 2. DECISION APPEALED

---

☐ I attach a copy of the decision I am appealing.

The date I was notified about the decision is:

## 3. GROUNDS FOR APPEAL

---

## 4. LATE APPEALS

---

☐ The appeal is lodged within the time allowed under the relevant legislation **OR**

☐ The reason the appeal is lodged outside the time allowed is:

## 5. PARTY DETAILS

---

### A. APPLICANT

Name:

Address:

### APPLICANT'S LEGAL REPRESENTATIVE

Legal Practitioner's name:

Name of firm or organisation:

Address:

### CONTACT DETAILS

Telephone:

Mobile:

Email:

☐

**Do you want NCAT notices and correspondence emailed to you?**

By ticking this box you agree to receive the notice of hearing and other future correspondence by email. Please ensure the email address provided above is accurate and the email account is checked regularly.

Please note NCAT does not accept filing of applications, submissions or evidence by email. Parties must give a hardcopy of documents to the Registry.

### B. RESPONDENT

Name:

Address:

## 6. SIGNATURE

---

Your signature or signature of legal representative

Name

Signature

Date

## 7. REGISTRY DETAILS

---

### NCAT Administrative and Equal Opportunity Division and Occupational Division

Postal address: PO Box K1026, Haymarket NSW 1240

Street address: Level 10 John Maddison Tower, 86-90 Goulburn Street, Sydney NSW 2000

Telephone: 1300 006 228

Email: [aeod@ncat.nsw.gov.au](mailto:aeod@ncat.nsw.gov.au)

Website: [www.ncat.nsw.gov.au](http://www.ncat.nsw.gov.au)

### Application fee information

You may need to pay an application fee when lodging your application. The fee schedule is available on the [NCAT website](#).

Cash, credit card and EFTPOS payment can be made in person at your nearest [NCAT Registry](#). You can also pay in person when lodging an application at any [Service NSW](#) service centre.

If you are unable to pay the concession fee or are not eligible, NCAT may consider waiving the fee fully or partially. To request a fee waiver please complete the [fee waiver request form](#).