



NCAT
NSW Civil &
Administrative
Tribunal



How To: View Existing Cases

Quick Reference Guide

View Existing Cases

View History

1. From the dashboard, select **My cases**

The screenshot shows the NCAT Online Services dashboard. At the top, there is a navigation bar with 'My cases', 'Manage forms', 'New case', and 'Help'. Below this is a 'Welcome to NCAT Online Services' section. The main content area contains several cards: 'Start new case', 'My cases' (highlighted with a red box and a red circle with '1'), 'Manage forms', 'Link a case', and 'Need help?'. The 'My cases' card has a description: 'Find your existing cases or add a case to your case list where you are party.'

2. **A:** Use the filters to update the results
- B:** Displays the case status
- C:** Use the navigation panel to view additional pages
- D:** If your case is not in your list, select **Find my case** to link your case

The screenshot shows the 'My case list' page. At the top, there is a navigation bar with 'My cases', 'Manage forms', 'New case', and 'Help'. Below this is a 'My case list' section. The main content area contains a search and filter section (A) and a table of cases. The table has columns for 'Case number/title', 'Status', 'Next hearing date', and 'Last filing'. The 'Status' column is highlighted with a red box (B). The pagination controls at the bottom are highlighted with a red box (C). A 'Find my case' button is highlighted with a red box (D).

Case number/title	Status	Next hearing date	Last filing
2023/00048377 Jack Smith v ORG	OPEN		06/Oct/2023
2023/00048371 Waka Agent v Jack Smith	OPEN		05/Oct/2023
2023/00048370 Jack Smith v Online Agent	OPEN		05/Oct/2023
2023/00048351 FIRST APPLICANT v Motor Resell	OPEN	Wednesday, 18 Oct 2023 14:15:00	05/Oct/2023
2023/00048346 FIRST APPLICANT v FIRST RESPONDENT	OPEN		03/Oct/2023
2023/00048274 Seymour Lester v Motor Service	CLOSED		03/Oct/2023
2023/00048273 Jane Dune v Marshal Dune	OPEN		03/Oct/2023

View Existing Cases

View History (cont')

3. View the **Next hearing date**
4. Select the **Case number/title link**

NCAT Online Services
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My cases Manage forms New case Help

Home > My case list

My case list

Search your case list and view the status and next hearing date for each case. Also, start secondary forms to proceedings.

Party name (Surname or Organisation name) Case number Include cases without activity in last 6 months

Date type Specific date *
Next Listing Date Next 7 days Next 2 weeks Next 4 weeks

Case number/title	Status	Next hearing date	Last filing
2023/00048377 Jack Smith v DRG	OPEN		06/Oct/2023
2023/00048371 Waka Agent v Jack Smith	OPEN		05/Oct/2023
2023/00048370 Jack Smith v Online Agent	OPEN		05/Oct/2023
2023/00048351 FIRST APPLICANT v Motor Resell	OPEN	Wednesday, 18 Oct 2023 14:15:00	2023
2023/00048346 FIRST APPLICANT v FIRST RESPONDENT	OPEN		03/Oct/2023
2023/00048274 Seymour Lester v Motor Service	CLOSED		03/Oct/2023
2023/00048273 Jane Dune v Marzabel Dune	OPEN		03/Oct/2023

5. View the proceeding details
6. Click **Lodge a secondary form** to lodge Secondary Applications, Submissions & Evidence

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FIRST APPLICANT v Motor Resell

202300048351

Proceeding details	Hearing details
202300048351001 Fair Trading Act 1987 - LIVERPOOL Motor Vehicles List	18-10-2023 NCAT Liverpool (CCD)