FEDERAL CIRCUIT AND FAMILY COURT OF AUSTRALIA

# Request for refund of court fees

Family Law (Fees) Regulation 2012 – Section 2.12

| Give Details | |
|---|---|
| File number | |
| Client ID | |
| File name | |
| Date filed | |

## Important notice

Government regulations allow refunds of court fees in the Federal Circuit and Family Court of Australia if you have paid a full fee when you were entitled to an exemption or fee reduction under the regulations at the time the fee was paid.

The setting down fee is payable as a result of the proceedings being fixed for hearing.

The regulation does not allow for a refund of the setting down fee.

The regulation allows for the refund of hearing fees where the proceeding is settled or discontinued before the hearing day or the hearing day does not proceed for some other reason, and the applicant notifies the court in the prescribed time (if applicable).

A conciliation conference fee can be refunded if the proceeding is settled or discontinued before the conference is held.

The regulation makes no provision for the refund of a filing fee for an application that is discontinued or withdrawn.

***Warning*:** Under the Criminal Code any person who knowingly makes an untrue representation or statement to obtain a benefit or advantage from the Commonwealth is guilty of an offence and, if found guilty, can be fined or imprisoned.

## Details — Cross boxes where applicable

**Applicant's name and address**

family name (surname) | given names

postcode | telephone

email

**Solicitor's name and address**

postcode

email | phone (bh)

**Fee for which refund is sought**

| **Form:** | **Court Event:** | **Appeal:** | **Security Deposit** |
|---|---|---|---|
| ☐ Divorce application | ☐ Hearing fee | ☐ to Full Court | ☐ Litigants Refund |
| ☐ Initiating application | ☐ Conciliation conference | | |
| ☐ Response to Initiating Application | | | |
| ☐ Interim application | | | |
| ☐ Subpoena | | | |
| ☐ Consent orders (FCoA only) | | | |
| Other | | | |

**Fee paid by** ☐ Applicant ☐ Respondent ☐ Solicitor/other

**Bank account details of liable party**

**Please provide bank account details**

Account name | Bank / Branch

BSB | Account number

Email for remittance

**NOTE:** Where the original payment was made online via e-lodgement or through the Commonwealth Courts Portal, the Court will endeavour to refund to the original credit/debit card that was used however bank account details must still be provided.

| | | |
|---|---|---|
| Reason refund is sought | Exemption of payment of court fees – financial hardship* | ☐ |
| | Exemption of payment of court fees – general* | ☐ |
| | Reduction of payment of divorce fees – financial hardship* | ☐ |
| | Reduction of payment of divorce fees – general* | ☐ |
| | Conciliation conference fee - proceeding settled or discontinued | ☐ |
| | Hearing fee – proceeding settled or discontinued or did not occur | ☐ |
| | Security Deposit (copy of court order required) | ☐ |
| | Other: _____ | |
| | *Requires relevant fee exemption or reduction form to be attached confirming eligibility. | |
| Receipt | Copy of fee receipt attached ☐ | |
| Evidence | Copy of evidence attached ☐ | |

**Signature**

Date ____/____/____

**COURT USE ONLY**

Approved ☐ Not Approved ☐ Amount to be refunded $____

If not approved, reason: _____

_____

Signature of authorised officer _____

Full name of authorised officer _____ Date ____/____/____

The Family Law (Fees) Regulation 2012 provides for certain fee decisions to be reviewed by the Administrative Appeals Tribunal. Refer to the regulation for further information.

Refund Processed

Signature of collector of public monies Date ____/____/____