

## Form 4.12                      Magistrates Court—request to attend hearing as witness

*Court Procedures Rules 2006*

(see r 4330 (Magistrates Court witness—informant may request attendance))

In the Magistrates Court of the Australian Capital Territory

No \*[MC/CC]                      of (*year*)

(*name of prosecuting entity*)

and

(*name of defendant*)

To:    (*name of witness*)

          (*address of witness*)

          (*date of birth of witness*)

You are requested to attend the Magistrates Court, Knowles Place, Canberra City ACT to give evidence in this matter on (*date*) at (*time*).

Please sign and return to the informant the attached undertaking to attend as a witness.

**Failure to return the undertaking by the date stated in the undertaking may result in a warrant being issued for your arrest.**

You may claim reasonable expenses incurred in attending the hearing as a witness. If you incur expenses, please complete the attached claim form for expenses by witness and return the form to the informant.

Date:

*(signature of informant)*

*(name of informant)*

*\*delete if, or whichever is, inapplicable*