

NOTICE OF PAYMENT

COURT DETAILS

Court
#Division
#List
Registry
Case number

TITLE OF PROCEEDINGS

[First] plaintiff **[name]**

#Second plaintiff #Number of
plaintiffs (if more than two)

[First] defendant **[name]**

#Second defendant #Number of
defendants (if more than two)

FILING DETAILS

Filed for **[name]** [role of party eg defendant]
Address #[unit/level number] #[building name]
[street number] [street name] [street type]
[suburb/city] [state/territory] [postcode]
#[country (if not Australia)]
Telephone
Contact email [email address]

NOTICE OF PAYMENT

- 1 I am the defendant.
- 2 On [date], I paid to the plaintiff the sum of \$[amount] which was the total amount claimed in the statement of claim.

SIGNATURE

#Signature of legal representative
#Signature of or on behalf of
party if not legally represented
Capacity [eg solicitor, authorised officer, role of party]
Date of signature