

## Form 3 – APPLICATION TO ACCESS CORONIAL RECORDS

(58C Coroners Act 1995)

Coroners Rules 2006 r 26

Updated 3 July 2026

### Applicant Information

Date of Application: .....

I am:

☐ The senior next of kin (see NOTES section)

Relationship to the deceased:

\_\_\_\_\_

☐ Other (provide details):

Full Name:

\_\_\_\_\_

\_\_\_\_\_

Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone:

\_\_\_\_\_

Email

\_\_\_\_\_

### Deceased Information

I am making this application in the matter of:

Name of the  
Deceased:

\_\_\_\_\_

\_\_\_\_\_

**OR**

Location of  
Fire/Explosion:

\_\_\_\_\_

Date of death: ..... / ..... / .....

Date of birth:  
(if known) ..... / ..... / .....

## Type of Information Requested

I am making this application to access coronial documents relating to S58C of the *Coroners Act 1995*.

Documents on a coronial file may include some or all of the below, please indicate which documents you are seeking.

- ☐ The Police Report of Death for the Coroner;
- ☐ Affidavit confirming identity;
- ☐ Affidavits of investigating police officers, including
  - ☐ photographs;
  - ☐ body worn camera footage;
  - ☐ drone footage; and/or
  - ☐ reconstruction modelling
- ☐ Affidavits of family, members of the public, or eyewitness;
- ☐ Affidavit or Statement of the Forensic Pathologist regarding autopsy or post mortem findings;
  - ☐ mortuary photos of the deceased taken during and/or for the purposes of autopsy or post mortem examinations;
- ☐ Toxicology Report from Forensic Science Service Tasmania;
- ☐ Medical Reports/Records from the Tasmania Health Service (or other agencies such as RACF, GP, Medical Professional or Private Hospitals);
- ☐ Ambulance records;
- ☐ Police Reports;
  - ☐ crash report
- ☐ Fire Reports;
- ☐ Any other document coronial record

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- ☐ As part of the disclosure process this may include photos and videos which may be highly distressing, please tick if you **DO NOT** want to receive these. If you have ticked this box the coroner will remove those exhibits, you will receive no photographs at all, no body worn camera footage at all, no drone footage or any report containing such photos.
  - ☐ If you have applied to receive photos, body worn camera footage, or drone footage please acknowledge by ticking this box you understand this material will highly likely to contain graphic photos of the deceased both at the scene, autopsy/post mortem examination and that the Coronial Division is unable to provide support or counselling upon receipt of this material.

### NOTES:

- The senior next of kin for the purposes of a Coronial investigation has specific meaning and is determined by section 3A of the [Coroner's Act 1995](#).
- For confidentiality/privacy reasons please be aware that some documents will be redacted.

If you have previously had access to parts of the file, or received copies of any documents from the file, please detail below:

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### Proof of Identification

Coronial records contain private information and therefore require proof of identification to enable access. Please attach a copy, scan, or photograph of your identification to your application.

**I have attached a copy of:**

- ☐ My current Driver's Licence; or
- ☐ My current Passport; or
- ☐ Birth Certificate; or
- ☐ Medicare Card / Centrelink Card / Senior's Card / Electoral Enrolment Card (*you must attach 2 from this criteria*)

If you wish to attach other documents to support your application, please list them below and attach a copy before submitting your application:

1. 

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2. 

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3. 

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4. 

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### Fees

If you are seeking a *copy* of a document, you will need to pay a fee, the fees are calculated at 1 fee unit\* per page as per the *Coroners (Fees, Expenses and Allowances) Regulations 2016*, and are charged regardless of whether they are provided electronically or hard copy.

Where footage or recordings are provided, they are calculated at 20 fee units\* per disc/recording.

As per section 26 of the Coroners Rules 2006 (3) A person is not entitled to be provided with a copy of a coronial record on application unless

- (a) that person pays the relevant fee prescribed in the Coroners (Fees, Expenses and Allowances) Regulations 2006,
- (b) the coronial authority waives the requirement to pay that fee.

If you or your client are unable to pay the fee, you may apply to the coroner to "waive" some or all of the fee so that you do not have to pay, or you pay less. To request that a fee be waived, you will need to complete Application for Waiver or Reduction of a Fee Form and submit with your Form 3 Application Form.

Fee Unit = \$1.96 as of 1 July 2026 (*fees for senior next of kin are currently waived*)

## Submitting Your Form

**By email:** [coroners.hbt@magistratescourt.tas.gov.au](mailto:coroners.hbt@magistratescourt.tas.gov.au)  
*(remember to attach any relevant documents in your email)*

**By mail:** Coroner's Office  
27 Liverpool Street  
HOBART TAS 7001