

Form 3 – APPLICATION TO ACCESS CORONIAL RECORDS

Coroners Rules 2006 r 26
Updated 29 July 2026

Applicant Information

Date of Application:

I am:

- ☐ The senior next of kin (see NOTES section)

Relationship to the deceased:

- ☐ An interested person (this is considered to be someone with a sufficient interest in the matter, for example: a family member or friend)
- ☐ A Lawyer
- ☐ A Journalist
- ☐ An Insurer
- ☐ Other (provide details):

Full Name: _____
First Name *Surname*

Address: _____
Postal Address

City *State* *Post Code*

Phone: _____ Email _____

Deceased Information

I am making this application in the matter of:

Name of the Deceased: _____
First Name *Surname*

OR

Location of Fire/Explosion: _____

Date of death: / /

Date of birth: / /
(if known)

Type of Information Requested

I am making this application to access:

- ☐ The Coroner's findings (the Coroner's determination of the circumstances and cause of death). Please note that some Coronial findings are available publicly on our [website](#)
- ☐ An audio recording of the inquest
- ☐ A report on the file (i.e., Medical Reports or Expert Reports)
- ☐ A statement on the file (for example: an affidavit or statutory declaration made in the investigation)
- ☐ Any other document: Please state.....

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](#).
- If you are seeking a *copy* of a document or recording, you will need to pay a fee, the fees are determined per page as per the [Coroners \(Fees, Expenses and Allowances\) Regulations 2026](#)
- The Coroner's Officer cannot provide a Death Certificate. You can get a copy of a Death Certificate through Service Tasmania.
- The Coroner may not be able to grant access to some records until the investigation is complete.
- If you are seeking access to the complete file, there are some documents which are not disclosed as a matter of course. If access to the file is granted, you will be advised of any documents which are not disclosed.
- For confidentiality/privacy reasons please be aware that some documents will be redacted.
- Post mortem (PM) reports are only released to medical practitioners (including GP's). If you are requesting access to a post mortem, you will need to provide the name and contact details of the medical practitioner you would like the report to be sent to. If access is granted, you will need to make an appointment with the medical practitioner so that they can explain the report to you. After you have discussed it with the medical practitioner, if you still wish to be provided with a copy of the PM the medical practitioner on your behalf may write to the Coronial Division for that to be further considered by the Coroner.

FILE VIEWINGS

- ☐ File Viewing (for lawyers or if you have extenuating circumstances and require support to view documents please contact our office.

Please provide details of **why** you are seeking access to this document and whether you are going to publish the records. Publication of a document/s will occur if the document is reproduced, printed, displayed or copied on any medium to any other person and includes the forwarding to or display of the document/s on any social media platform.

(Please note if you do not fill out the below, the application may be sent back to you to complete).

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

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.

2.

3.

4.

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 = \$1.91 as of 1 July 2025

Submitting Your Form

By email: 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