



WITNESS EXPENSES CLAIM

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To make a claim for loss of income, and incurred expenses fill out the Statutory Declaration on the back of this form, and return it, along with any required supporting documentation, to the Court where you gave evidence.

Loss of Wages/Salary:

Claims for loss of wages/salary must be supported by a letter from the employer **stating the actual amount deducted** from your salary or wage while attending court.

Entitlement to Expenses:

Witnesses who are out of pocket as a result of their attendance at the inquest are entitled to receive compensation for loss of earnings, travelling and sustenance in accordance with the Coroners Regulations

Self Employed:

Claims for loss of income by self employed persons should be supported by some evidence of loss, such as a certificate from your accountant.

Expert Witnesses:

Expert Witnesses (doctor, engineer, architect etc) must be declared to be giving expert evidence by the Magistrate hearing the case. The Registrar of the Court will review claims by expert witnesses and will pay all just and reasonable expenses.

Note:

- All claims are subject to verification by the Department of Justice and Industrial Relations.
- All payments made to witnesses for loss of salary, wages or other income are taxable and should be declared in your income tax return.
- GST - Failure to supply your ABN number may result in withholding tax being deducted from your payment.

Account details:

To have your payment credited direct to your account at a financial institution, please complete the following;

Account Name:.....Account Number:.....

Name & Address of Bank / Other financial institution:.....

.....

BSB Number:.....

(Office use only)

Date/s:

Name of Witness:

I hereby certify that the above named appeared as a WITNESS / EXPERT WITNESS for the Crown and is entitled, by order of the Coroner, to claim compensation and expenses.

Signed:
(Coroners' Clerk)

**MAGISTRATES COURT
Coronial Division**

STATUTORY DECLARATION

I of
hereby declare that as a result of my attendance at court as a witness in the matter of the Inquest into the death of
.....on theday of have suffered the following monetary loss;

	\$
<p>1 Wage and Salary</p> <p>Note: See over for method of calculation.</p>	\$60.00 per day
<p>2 Self Employed</p> <p>That I am self employed as a and as a result of court attendance have lost income of \$..... per day/hour, and that for the purposes of GST the payment is received for an activity which is wholly of a private or domestic nature.</p> <p>Note: See over for method of calculation.</p>
<p>3 Expert Witness (See over)</p> <p>That I am a and as a result of court (Occupation) attendance have lost income of \$..... per day/hour, and that for the purposes of GST my ABN number is</p> <p>Note: Non disclosure of your ABN will result in withholding tax being deducted.</p>	
<p>4. That I have incurred other expenses as follows;</p> <p>Meals</p> <p>Bus fare from..... toand return.</p> <p>Total kilometres travelled.....from.....@ \$0.23 per klm.</p> <p>Other.....</p> <p>Receipts to be attached where possible.</p>	
TOTAL	\$

and I make this solemn declaration by virtue of the provision of section 14 of the *Oaths Act 2001*.

Declared atthis.....day of.....

.....

.....

Signature (Witness)

Signature Coroners' Clerk