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***Please note that due to the current situation in regard to COVID-19 you may experience significant delays in our response to requests for Application to Access Coronial Records.***

***We apologise for any inconvenience and will reply as soon we have the opportunity.***

# Form 3 – APPLICATION TO ACCESS CORONIAL RECORDS

*Coroners Rules 2006 r 26*

## Applicant Information

I am:

|  |  |
| --- | --- |
|  | The senior next of kin (see NOTES below) |
|  | 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 publically on our [website](https://www.magistratescourt.tas.gov.au/about_us/coroners/coronial-findings-2019-) |
|  | An audio recording of the inquest or transcript |
|  | A report on the file (ie Medical Reports or Expert Reports) |
|  | The post mortem report (see notes below) |
|  | A statement on the file (for example: an affidavit or statutory declaration made in the investigation) |

**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](https://www.legislation.tas.gov.au/view/html/inforce/current/act-1995-073).
* If you are seeking a *copy* of a document or recording, you will need to pay a fee.
* 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.
* Post mortem reports are only released to medical practitioners (including GPs). 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 practitioners 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.
* If you are seeking access to the complete file, there are some documents which are not disclosed as a matter of course. This may be due to the nature of the document (such as graphic photographs), or the current stage of the investigation. If access to the file is granted, you will be advised of any documents which are not disclosed.

Please provide details of why you are seeking access to this document:

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:



## 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