

**REQUEST FOR ADJOURNMENT FOR SELF-REPRESENTED ACCUSED PERSONS (CRIMINAL JURISDICTION)**

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| IN THE MAGISTRATES’ COURT | Case Number/s: |       |
| OF VICTORIA AT  |       (Court Location) |  |
| **CASE DETAILS** |
| Name: |       |
| Date of Birth: |       |  |
| Address: |       |  |
| Email Address |       |  |
| Mobile: |       |  |
| Hearing date (if known): |       |  |
|  |
| **PLEASE COMPLETE THE FOLLOWING** |

1. Have you engaged a legal representative?

[ ]  Yes [ ]  No

*If yes, please contact your legal representative to request an adjournment on your behalf. You do not need to submit this form.*

1. Has the informant given you a copy of the brief of evidence against you?

[ ]  Yes [ ]  No [ ]  N/A [ ]  Not sure

1. Have you had a [summary case conference](https://www.mcv.vic.gov.au/criminal-matters/pleading-guilty-or-not-guilty) with a prosecutor?

[ ]  Yes [ ]  No [ ]  N/A [ ]  Not sure

If yes, what happened?

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| **REASONS FOR THE ADJOURNMENT REQUEST**Please explain the reason/s why you are requesting an adjournment in this case. |

Need some legal help? Visit our website ([mcv.vic.gov.au](https://www.mcv.vic.gov.au/)) to find information on legal services that may assist you

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| **ACKNOWLEDGEMENTS** |

1. My identity is as asserted above, understanding that identity fraud is a crime.

[ ]  I agree

1. Has someone assisted you in completing this form?

[ ]  Yes [ ]  No

If yes, who helped you (e.g. family, friend, court staff)?

|  |  |
| --- | --- |
| Date: |       |

Please email this form and any supporting documents you may have (e.g. medical report/certificate) to the [court location](https://www.mcv.vic.gov.au/going-court/find-court) where your matter is listed at least **three clear working days** prior to your hearing date. Don’t know this information? Send to mcv.adj@courts.vic.gov.au

Court staff will contact you to advise the outcome of your request. Please be aware there may be a requirement for you to attend court on the listed date and request your adjournment before a judicial officer. If you are on bail, you will need to attend the court on the listed date unless the court tells you otherwise.