

**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?

|  |
| --- |
| **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](mailto: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.