

Election Notice

Section 60 of the *Administrative Review Tribunal Act 2024* states that a person who is the decision maker for a reviewable decision may give the Tribunal written notice not to participate in a kind of Tribunal proceeding or a kind of Tribunal case event in relation to a kind of Tribunal proceeding. You should use this form to provide the Tribunal with written notice.

This election notice will be published on the Administrative Review Tribunal's website (www.art.gov.au).

SECTION 1 DECISION MAKER ELECTING NOT TO PARTICIPATE

Name and position of person completing the election notice

Name:

Position:

Agency name:

Are you electing not to participate in a kind of proceeding?

Yes – go to Section 2

No – go to Section 3

SECTION 2 ELECT NOT TO PARTICIPATE IN A KIND OF PROCEEDING

Kind of proceeding to which the election notice applies

Name of decision maker and the legislative provision under which the decision is made

(if the proceeding is for review of a reviewable decision)

SECTION 3 ELECT NOT TO PARTICIPATE IN A KIND OF CASE EVENT

Kind of proceeding to which the election notice applies

Name of decision maker and the legislative provision under which the decision is made

(if the proceeding is for review of a reviewable decision)

Identify the kind of case event you are electing not to participate in

(Note: Parties must participate in a directions hearing or part of a directions hearing at the Tribunal)

In giving an election notice in relation to a proceeding for review of a reviewable decision, I also give the Tribunal notice that I do not wish to:

- Participate in any proceeding related to an incidental application to the Tribunal made in the course of, or in connection with, the review proceeding; and
- If I have elected not to participate in a kind of Tribunal case event specified above in relation to the review proceeding, I also give the Tribunal notice that I do not wish to participate to any proceeding related to an incidental application to the Tribunal made in the course of, or in connection with, the review proceeding.

SIGNATURE

Signature

Date

WHAT DO WE DO WITH INFORMATION GIVEN TO US?

We collect information from you to process your application and to carry out the review under the *Administrative Review Tribunal Act 2024*.

We give a copy of the form to the department or organisation that made the decision you want reviewed. We may also give a copy to any other person that is a party to the review.

If you give us other information during the review that another party does not have, we will usually give them a copy.

Limited information about is usually made available to the public on request and can be accessed using *eCase Search* on our website. This information includes the names of the parties and any representatives, the type of application, dates of conferences, hearings or other case events, the types of key documents lodged by the parties and the outcome of an application.

More information is usually made publicly available if we hold a hearing and make a decision. If we prepare a written statement of the reasons for our decision in your case, it will usually be made public and published on the internet, including on the AustLII website (www.austlii.edu.au).

For more information see our website (www.art.gov.au), and our Privacy Policy. Our Privacy Policy includes information about how you can access and seek correction of your personal information, make a complaint about the way we have handled your personal information and how we will deal with such a complaint.

More information about the Administrative Review Tribunal

For more information about the Tribunal and how we conduct reviews go to our website or call us. Our staff can give you information about procedures but cannot give you legal advice.

HOW DO I SUBMIT THIS FORM?

You can send us your form by email, post or deliver it to a registry.

Email: reviews@art.gov.au

Post: Administrative Review Tribunal, GPO Box 9955, Your capital city (Northern Territory residents should write to Adelaide) or Administrative Review Tribunal, c/- Supreme Court of Norfolk Island Registry, Kingston, Norfolk Island 2899

In person:

ADELAIDE

Level 2
1 King William St
ADELAIDE SA 5000

BRISBANE

Level 6
295 Ann St
BRISBANE QLD 4000

CANBERRA

Level 8
14 Moore St
CANBERRA CITY
ACT 2600

HOBART

Edward Braddon Building
Commonwealth Law Courts
39–41 Davey St
HOBART TAS 7000

MELBOURNE

Level 4
15 William St
MELBOURNE VIC 3000

NORFOLK ISLAND

Supreme Court of
Norfolk Island
KINGSTON
Norfolk Island 2899

PERTH

Level 13
111 St Georges Terrace
PERTH WA 6000

SYDNEY

Level 6
83 Clarence St
SYDNEY NSW 2000

If you want more information or assistance, call us on **1800 228 333** (calls are free from landline phones, however calls from mobiles may be charged).

Non-English speakers can call the Translating and Interpreting Service on 131 450 and ask them to call the ART.

If you are deaf or have a hearing or speech impairment, contact us through the National Relay Service.

For more information visit www.accesshub.gov.au

Website: www.art.gov.au