



Administrative Appeals Tribunal

Summons to Produce Documents

AAT File Number:

Between:

Applicant

And:

Respondent

To:
Name:
Address:

YOU ARE REQUIRED to appear before the Administrative Appeals Tribunal at:

Time: (a.m./p.m.) Date:

Place:

AND to produce the following documents or things:

[Note: Instead of attending at the hearing to produce the documents or things, you may produce them to a member of the staff of the Tribunal at the place of the hearing not later than 4.00 pm on the day before the day mentioned above. If it is difficult for you to get to the Tribunal before 4.00 pm on that day, you should contact the registry of the Tribunal to make other delivery arrangements.]

Member/Registrar/Officer

Date:

This summons has been issued at the request of the applicant/respondent [*delete whichever is not applicable*]

For further information please contact:

Firm/Agency:
Person dealing:
Telephone: