APPLICATION TO REQUEST A REFUND

ELIGIBILITY

Use this form to request a refund of a VCAT fee

You are entitled to a refund in full or in part under certain circumstances, such as when:

- you have paid your fee more than once
- your fee has been paid at a higher fee payer category.

APPLICATION DETAILS

1. Provide your details below

First name | Last name

Business name

VCAT Reference Number (if known)

Contact number

Email

Address

Suburb | State | Postcode

2. Select the VCAT fee you want refunded:

- ☐ Application fee
- ☐ Hearing fee
- ☐ Issue of summons to witness
- ☐ Inspection of proceeding file
- ☐ Inspection of register
- ☐ Photocopying fee
- ☐ Principal Registrar Certificate
- ☐ Warrant of possession
- ☐ Video conferencing charges

3. Provide details of your payment

Date paid (dd/mm/yyyy) | Amount paid $

Amount of requested refund $

Tell us why you want a refund:

CERTIFICATION

4. By submitting this form to VCAT, you understand and acknowledge that:

- to the best of your knowledge, all information provided in this application is true and correct
- it is an offence under section 136 of the *Victorian Civil and Administrative Tribunal Act* 1998 to provide false or misleading information to VCAT.

SUBMITTING THIS DECLARATION

You can submit this application form to VCAT either by email, by post or in person.

By email

Email your completed form to the area in VCAT that is dealing with your case.

Building and Construction
Email: civil@vcat.vic.gov.au

Mental Health
Email: humanrights@vcat.vic.gov.au

Co-owned Land and Goods
Email: civil@vcat.vic.gov.au

Owners Corporations
Email: civil@vcat.vic.gov.au

Disability Act
Email: humanrights@vcat.vic.gov.au

Planning and Environment
Email: admin@vcat.vic.gov.au

Equal Opportunity
Email: humanrights@vcat.vic.gov.au

Powers of Attorney
Email: humanrights@vcat.vic.gov.au

Goods and Services
Email: civil@vcat.vic.gov.au

Renting a Home
Email: renting@vcat.vic.gov.au

Guardianship and Administration
Email: humanrights@vcat.vic.gov.au

Retail and Commercial Leases
Email: civil@vcat.vic.gov.au

Health and Privacy
Email: humanrights@vcat.vic.gov.au

Review and Regulation
Email: admin@vcat.vic.gov.au

Land Valuation
Email: admin@vcat.vic.gov.au

Unreasonable Flow of Water Between Properties
Email: civil@vcat.vic.gov.au

Legal Practice
Email: admin@vcat.vic.gov.au

By post

Send this form to:

Victorian Civil and Administrative Tribunal
GPO Box 5408
Melbourne VIC 3001

In person

You can submit this form in person at one of our venues.
To find your closest venue, visit vcat.vic.gov.au/visit