

Magistrates Court of Queensland  
Magistrates Courts Practice Direction No 7 of 2010  
Interpreters – Magistrates Court criminal proceedings

**Form 1 – Application for an Interpreter for a Criminal Proceeding**

**This form is to be used by a party to a criminal proceeding or an application for bail applying to have the Court appoint an interpreter and bear the cost of engaging that interpreter.**

In the *Magistrates* Court at \_\_\_\_\_ in the State of Queensland

Complainant: .....

Defendant: .....

Complaint/Charge: .....

I ..... (name of person applying) apply to the court for an order that the court arrange and pay for an interpreter for these proceedings..

Note: A party (including a defendant) calling a witness or giving evidence requiring interpretation will be responsible for engaging an interpreter and bearing the costs of interpreting between the court and the witness unless a Court orders otherwise in the interests of justice.

Please provide the following details:

- (a) why it is said the interests of justice require that the Court should appoint and meet the cost of an interpreter rather than the party?  
(Please provide details):

.....

(attach further details if necessary)

- (b) The interpreter is required to interpret between the court and the defendant. YES/NO
- (c) The interpreter is required to interpret between the court and a witness (other than the defendant). YES/NO
- (d) If so, number of witnesses requiring an interpreter? .....
- (e) The interpreter is required for the whole of the proceedings before the court. YES/NO
- (f) The interpreter to be present in court/ interpret by telephone link-up.

- (g) Estimate of time, if required for the whole of the proceedings  
.....days.....hours.....minutes
- (h) Estimate of time, if required for part of the proceedings  
.....days.....hours.....minutes
- (i) Date and time when interpreter is required for court.....
- (j) Language required.....
- (k) Dialect (if any).....
- (l) Interpreter Gender Preference: female/ male/ no preference
- (m) Other special requirements.....

***Notice to the applicant***

**You must file this form in court and serve a copy on the other party, eg Police Prosecutor.**

**The form should be filed and served no later than 7 days after the proceeding is set down for hearing or 21 days prior to the hearing date, whichever is the earlier.**

**For all other matters the application should be filed and served at least 2 clear days before the day nominated for hearing of the application unless the court directs otherwise.**

When engaging an interpreter for court, an NAATI accredited interpreter of at least NAATI Professional Level (previously NAATI Level 3) will be engaged wherever possible.

Whether preferences can be met will depend upon the order of the court and the availability of interpreters.

.....  
Signed by the Applicant

Date:

Place:

**Registry use only:-**

The hearing of this application is listed at the Magistrates Court at  
.....at .....am/pm on the.....day  
of.....

Registrar/Officer Authorised by Registrar