



**Coroners Court of Queensland  
APPLICATION FOR ACCESS TO CORONIAL DOCUMENTS**

<b>DETAILS OF APPLICANT</b>	
Name	
Agent and firm name (if applicable) – please attach signed authority from family member or interested party	
Relationship to deceased (if any)	
Email address	
Postal address	
Contact phone number	
Proof of identification and relationship documentation provided. <b>Please note</b> – this documentation <b>must be attached</b> to the application. See website for details: <a href="https://www.courts.qld.gov.au/courts/coroners-court/access-to-coronial-documents">https://www.courts.qld.gov.au/courts/coroners-court/access-to-coronial-documents</a>	
<b>DETAILS OF DECEASED</b>	
Surname	
Given name(s)	
Date of death (or suspected death) <b>Please note</b> - Enquiries about deaths prior to 1982 should be directed to Queensland State Archives: Phone: 1300 366 430 or Website: <a href="http://www.archives.qld.gov.au">www.archives.qld.gov.au</a>	
Place of death (or suspected death)	
<b>DETAILS OF RECORDS SOUGHT</b>	
<input type="checkbox"/> <b>Autopsy report</b> (this is a very detailed medical report about the results of the autopsy. It may take up to 18 months for this report to be available.)	
<input type="checkbox"/> <b>Toxicology certificate</b>	
<input type="checkbox"/> <b>Findings</b> (this is the final report by the coroner after all investigations are completed. It details the cause and circumstances of the death).	
<input type="checkbox"/> <b>Other</b> – please specify _____	
<b>Please note</b> – death certificates are not issued by the Coroners Court of Queensland. Enquiries about death certificates should be directed to the Registry of Births, Death and Marriages – phone: 1300 366 430 or website: <a href="https://www.qld.gov.au/law/births-deaths-marriages-and-divorces/birth-death-and-marriage-certificates/death-certificates">https://www.qld.gov.au/law/births-deaths-marriages-and-divorces/birth-death-and-marriage-certificates/death-certificates</a> .	
<b>Please note</b> - all enquiries about inquest transcripts and recordings should be made directly to Auscript Australasia Pty Ltd – Phone: 1800 287 274 Email: <a href="mailto:clientservices@auscript.com.au">clientservices@auscript.com.au</a> or Website: <a href="https://www.auscript.com/en-AU/resources/how-to-request-a-transcript/">https://www.auscript.com/en-AU/resources/how-to-request-a-transcript/</a>	

## CATEGORY OF REQUEST: I AM

- Immediate member of the deceased person's family** (e.g. spouse, adult child, parent or sibling)
- An interested party** (claiming to have sufficient interest)
- A statutory body** (for the purpose of excising a statutory function)
- Other** – please specify \_\_\_\_\_

**If you are not an immediate member of the deceased person's family – please provide reason(s) for your request below.**

The coroner may consent only if—

(a) the coroner is satisfied the person has a sufficient interest in the document; or

*Example—*

A person with a sufficient interest in an investigation document might include—

(a) an immediate member of the deceased person's family; or

(b) for a document that is relevant to assessing a potential threat to public health, the health chief executive.

(b) the coroner—

(i) considers the access is in the public interest; and

(ii) to the extent practicable, has consulted with and had regard to the views of a family member of the deceased person.

## REASON(S) FOR REQUEST

## FEES

<b>Investigation documents</b>	<b>First copy</b> \$2.90 per page	<b>Fees may be waived if:</b> <ul style="list-style-type: none"><li>• you are a family member. Please refer to schedule 2 dictionary of the <a href="#">Coroners Act 2003</a> for definition of a family member;</li><li>• you hold a health care card or pensioner concession card issued under the <i>Social Security Act 1991</i>.</li><li>• you hold a pensioner concession card issued by the Commonwealth Department of Veteran's Affairs</li></ul> <p>If you are seeking a fee waiver, please enclose a copy of the health/pensioner concession card with your application.</p> <p><b>Please note</b> - that inquest findings and recommendations and some non-inquest findings of interest to the community may be found on the Coroners Court of Queensland website: <a href="https://www.courts.qld.gov.au/courts/coroners-court/findings">https://www.courts.qld.gov.au/courts/coroners-court/findings</a></p>
	<b>Maximum cost (first copy)</b> \$75.45	
	<b>Additional copy</b> \$0.65 per page	
	<b>Maximum cost (additional copy)</b> \$30.10	

Please send the **completed form** and **proof of identification and relationship to deceased documentation** to:

Email: [state.coroner@justice.qld.gov.au](mailto:state.coroner@justice.qld.gov.au)

Mail: **Coroners Court of Queensland**  
**GPO Box 1649**  
**BRISBANE QLD 4001**