



File No:

ADR Form 03 | Preliminary Conference Certificate

PRELIMINARY CONFERENCE CERTIFICATE

Date of Certificate:

File Number:

(As per Originating Process)

AND

Respondent

(As per Originating Process)

I, (insert name of conference chair)

,

(please select)

of the Land Court of Queensland, certify that:

1. On (date) , I conducted a preliminary conference in this case (pursuant to the order made by (name)

on (date))

2. The following persons attended the Preliminary Conference:

(insert names and roles of all persons who attended and on behalf of which party, e.g. Mr Smith, Applicant; Ms Jones, Solicitor for the Applicant; Mrs King, Expert Witness)

3. The outcome of the Preliminary Conference was: (tick whichever is applicable)

☐ The Preliminary Conference has been adjourned for a further mediation session on: (date)

☐ The Preliminary Conference has been concluded without the parties reaching agreement on any issue.

☐ The parties have reached agreement on all / the following issue(s): (please specify)

In accordance with: (tick whichever is applicable)

☐ the proposed consent orders

☐ the agreement enclosed in the attached sealed envelope marked: "Confidential Preliminary Conference Agreement..."

☐ another type of agreement: (e.g. a confidential agreement the parties have agreed not to provide to the court – please specify)



- ☐ (tick if applicable) **After consultation with the parties, I recommend the following directions are made for the further conduct of the case:** *(insert proposed directions)*

DECLARATION

- ☐ **I have read and understood the Privacy Statement below.**

Privacy Statement

The Land Court and Tribunal Registry (which forms part of the Department of Justice and Attorney-General) is collecting information provided on and with this form to assess the suitability of the matter for dispute resolution services.

Please ensure that the personal information you provide on this form is true and correct, including the information you provide about other parties.

Any information you provide will only be used by the Registry for the purpose for which it was provided. For more information about how DJAG manages personal information please refer to DJAG's [Privacy Guide](#).

DECLARATION SIGNATURE

Name of signatory:

X

(please select date of signing)

PROCEDURE FOR FILING

This **ADR Form 03** must be filled in the Land Court. The Form may be submitted via email to: Landcourt@justice.qld.gov.au , or:

In Person:
Land Court Registry
Level 8
363 George Street
BRISBANE QLD 4000

By Post:
The Registrar
Land Court Registry
GPO Box 5266
BRISBANE QLD 4001

By Fax:
The Registrar
Land Court
(07) 3738 7434