

FORM 43
QUEENSLAND
Childrens Court Rules 2016
Rule 21

Registry: [Click here to enter text.](#)
Number: [Click here to enter text.](#)

NOTICE OF ADDRESS FOR SERVICE

Part A – use this part for Child Protection or Adoption matters or delete as appropriate

Child's details

Full Name	
Date of Birth	

Applicant

Name	
------	--

First Respondent

Name	
------	--

Second Respondent (delete if not applicable)

Delete the below box if there is only one respondent. Add any additional boxes if there are more than two respondents.

Name	
------	--

Additional participants (delete if not applicable)

Sometimes additional people are included in a child protection proceeding as though they are a party (e.g. a separate representative appointed for a child in a child protection proceeding under section 110 of the Child Protection Act 1999). Put those people's details here. Also, if you are serving a person's guardian because the guardian has filed a notice of address for service under rule 23, put the guardian's details here.

Add additional boxes if there is more than one additional participant in the proceeding. Delete this box if there are no additional participants in this proceeding.

Name	
Role in proceeding	(e.g. separate representative)

Why you must fill in this form

Some parties and participants are required to file a notice of address for service so that the parties, as well as the court, know where you can be sent information. You must file a new notice of address for service every time your address for service details change during the court proceeding.

Notice of address for service details:

*You **must** include a postal address and phone number. If you don't want mail going to your house, or if you are between houses at the moment, you can write the address of someone that you trust to give you your mail. You can give the phone number of someone you trust if you don't have your own phone number at the moment. This can be a mobile phone number.*

If you write an email address, you may be served (given) documents by email by other parties to the court proceeding. If you do not want to be served by email, do not write one below.

Full name	
Role in proceeding	
Contact person / lawyer	(e.g.: the contact person may be the name of a lawyer representing you)
Postal address	
Phone	
Email (optional)	

Part B – use this part for matters arising under the *Births, Deaths and Marriages Registration Act 2023* or delete as appropriate

Child's details

Full Name	
Preferred Name	
Preferred Pronouns	
Date of Birth	

Applicant

This is the person who is making the application to the court.

Name	
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First Respondent

Please provide the name for each parent or person with parental responsibility (known as a respondent).

Name	
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Second Respondent (delete if not applicable)

Delete the below box if there is only one respondent. Please provide the name for each parent or person with parental responsibility (known as a respondent).

Name	
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Why you must fill in this form

Some parties and participants are required to file a notice of address for service so that the parties, as well as the court, know where you can be sent information. You must file a new notice of address for service every time your address for service details change during the court proceeding.

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If you write an email address, you may be served (given) documents by email by other parties to the court proceeding. If you do not want to be served by email, do not write one below.

Full name	
Role in proceeding	(e.g. Child Applicant)
Contact person / lawyer	(e.g: the contact person may be the name of a lawyer representing you)
Postal address	
Phone	
Email (optional)	