

Childrens Court of Queensland  
Form 43  
Childrens Court Act 1992  
Childrens Court Rules 2016, rr 21, 22, 23, 24

Registry:  
Number:

### NOTICE OF ADDRESS FOR SERVICE

**Child's details**

Name	
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**Applicant**

Name	
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**First respondent**

Name	
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**Second respondent (if applicable)**

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

Name	
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**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). 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 this proceeding. Delete this box if there are no additional participants in this proceeding.*

Name	
Role in proceeding	(e.g.: separate representative, guardian for Ms Jones.)

**Why you must fill in this form**

*Some parties and participants are required to file a notice of address for service for child protection proceedings. You should fill in this form so that the parties to the child protection proceeding, 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 changes during the 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 or a fax number, you may be served (given) documents by email or fax by other parties to the proceeding. If you do not want to be served by email or fax, do not write one below.*

Full name	
Role in proceeding (e.g.: 'separate representative', 'party', 'public guardian')	
Contact person / lawyer	(e.g.: the contact person may be the name of a lawyer representing the person filing this form)
Postal address	

Phone	
Fax <i>(optional)</i>	
Email <i>(optional)</i>	