

- **REMOVE, READ AND KEEP THIS COVER SHEET FOR YOUR OWN INFORMATION**



**Legal Services
Commission**
OF SOUTH AUSTRALIA

Application for Legal Aid

Complete the Application Form inside and deliver or send it to the Commission's Adelaide office, whenever possible or if you prefer deliver or send it to your local Legal Services Commission (LSC) office (addresses and phone numbers on the back of this cover sheet).

If you are applying for legal aid through a private solicitor, you should ask your solicitor to send the form to us with a covering letter, and also get that solicitor to sign the Solicitor's Certificate on the page 10 of the Application Form.



IMPORTANT INFORMATION YOU SHOULD KNOW ABOUT LEGAL AID

1. PROOF OF MEANS

Before we can process your application we need copies of your:

- (a) Bank statements or passbooks for the last two months,
- (b) Centrelink Income Statement,
- (c) Payslips for the last four weeks (if working),
- (d) Last tax return and last profit & loss statement (if self-employed).

We **must** also have copies of these documents from a financially associated person. A *financially associated person* may include a spouse, de facto, company, trust, partnership or other financial entity. (For full definition of the term please see Page 3 of the Application Form immediately under the bold heading: “Means Test-Income and Assets”.)

1A. RELEVANT DOCUMENTS

You should also provide copies of relevant court orders, proceedings, summons, bail agreements etc., which relate to the application for legal aid, and which will assist our assessment.

2. CHOICE OF LAWYER

If there is a particular lawyer whom you want to handle your case, write his or her name on the form. If you do not have a particular lawyer in mind, we will choose one for you. If you prefer to see a male or female lawyer, please write this on the form too. We will take your choice into account when assessing the application, but we are unable to guarantee your choice of lawyer.

3. IMPORTANT CONDITIONS

If you accept legal aid, you accept the conditions in this document. If you do not want legal aid on these conditions, tell us now.

LEGAL AID IS NOT FREE

There are several ways in which you will be asked to pay money towards your legal aid:

(a) Contribution

We will work out how much you can afford to pay towards your case. If you are in custody until your case is over you may not be required to pay a contribution. If you are not in custody the minimum contribution will be \$30.00 but it can be much more. You must pay the contribution to your lawyer before he or she can do any work for you. Large contributions may be paid in instalments. If you do not pay, your lawyer does not have to do any work for you. We can charge more than one contribution on your case. We will write and tell you each time a contribution is due.

(b) Charge Over Your Real Estate

If you and/or a financially associated person own or are buying real estate we will take a charge over that real estate if your case costs exceed \$2,200.00. The charge makes sure that you pay back the whole cost of your case eventually. We do not sell your real estate but wait until you decide to sell, transfer or refinance it, or if you die we collect the money from your estate. Most cases, apart from simple guilty pleas or very short criminal trials, cost more than \$2,200.00. Read our charge brochure and ask your lawyer about this.

4. PAYING BACK YOUR COSTS

- (a) If you get money from your legal case, such as compensation, damages or property settlement, you will have to pay back your legal aid in full.
- (b) If we take a charge, the charge makes sure that you pay back your legal aid in full.

5. COST OF YOUR CASE

If you need to know the cost of your case from time to time, ask your lawyer. This is your responsibility, not ours. If you do not agree with your lawyer's bill, you can have it checked by the Court, although you may have to pay for this.

Application for Legal Aid



Complete all questions on the form and give us the financial information where asked. If you need help filling out this form call 1300 366 424 or go to one of the offices listed on the back of this form.

1 Have you applied for legal aid before?

No
 Yes What year?

2 How did you know about legal aid?

Child support agency
 Community legal centre
 Private lawyer
 Duty lawyer
 Court general staff
 Legal aid commission
 Other Give details:

3 Is this application being made for someone else?

No Go to question 4
 Yes Is it for:
 Separate representative
 Child in criminal matter
 Child in welfare matter
 Mental health matter
 Next friend
 Request by Court/Tribunal
 Other Give details:

Please tell us **your** details so we can contact you about this application:

Name
 Address

 Postcode
 Telephone
 ()

4 Title

Mr Ms Mrs Miss Master
 Other Give details:

5 Family names

First name

6 Do you use or have you used other names?

No
 Yes Please give other name:
Family names

First names

Type (eg maiden name, previous or traditional name)

7 Your date of birth

day / month / year

8 Your gender

Male Female
 Other Give details:

9 What are your current living arrangements?

Married Married but separated
 Widowed Living in a de facto relationship
 Single Living with other partner
 Divorced De facto but separated
 Other Give details:

Office Use Only (November 2013)			
Application No.	<input type="text"/>	Law Type	<input type="text"/>
		Source of Application	<input type="text"/>
Client No.	<input type="text"/>	File No.	<input type="text"/>

10 Do you speak a language other than English at home?

No

Yes Which Language:

Do you need an interpreter?

No

Yes Which Language:

11 Do you have a disability?

No

Yes Which disability:

Intellectual

Psychological/psychiatric

Sensory (including speech)

Physical Give details:

12 Do you require extra or practical help to access our services?

No

Yes Give details:

If insufficient space continue on page 12.

13 Were you born overseas?

No

Yes Give details:

What country were you born in?

What year did you arrive in Australia?

14 Do you identify as Aboriginal or Torres Strait Islander?

No

Yes Aboriginal

Yes Torres Strait Islander

If you identify as Aboriginal and Torres Strait Islander, tick both boxes.

15 Do you have any special circumstances?

(eg long standing ill health, literacy problems, can't access assets or money, unable to work)

No

Yes Give details: *(We may be able to take your special circumstances into account when considering your application)*

If insufficient space continue on page 12.

16 Are you in prison or detention?

No

Yes Where?

If yes, list prison

Section Identification number

17 Your home address (even if you are in custody)

Postcode

18 Should we send mail to you at your home address?

No Where can we send mail to you?

Postcode

Yes

19 Your phone numbers and email

Home ()

Mobile

Work

Email

This email address may be used for correspondence from us.

20 List your dependants, include spouse/de facto/partner/children

Given names	Family name	Date of birth	Relationship to you	Who do they live with?
		day / month / year		
		day / month / year		
		day / month / year		
		day / month / year		
		day / month / year		
		day / month / year		
		day / month / year		



21 Domestic/family violence

No

Yes **Give details**

- Applying for an intervention/restraining order
- Responding to an intervention/restraining order application
- Change of family court orders due to violence

What type of relationship describes the situation you are in with the person?

- A family relationship with the other person (relative or extended family)
- A spousal relationship with the other person (including de facto relationships)
- An informal care relationship with the other person
- An intimate personal relationship with the other person
- Not applicable

Have the police applied for an intervention/restraining order about this matter?

No

Yes **▶ When ?**

Not sure

Means Test - Income and Assets

Attach a copy of your financial information

Your financial circumstances

You must give us all relevant information about your financial circumstances, including any income and assets you own. We also need information about anyone who helps you financially.

If you don't receive any income, give details of how you are supported on page 12.

Documents

Please give us the following documents so we can assess your financial eligibility for aid (attach these documents to the application form):

Copies of your pay slips, or pay slips for anyone who helps you financially, for the last four weeks (or a letter from your employer saying how much you are paid), copies of your Centrelink Income Statement and copies of your bank account statements from all financial institutions where you have accounts (use an official bank statement or print one from your online bank account. You can't use ATM receipts).

22 Do you get financial help from another person?

No

Yes

If you or a person who helps you financially is self-employed, a small business owner or a farmer, you both must provide:

- Individual and business tax returns for two years
- Personal and business bank statements for the last three months
- The most recent income (or profit and loss) statement
- The most recent balance sheet
- Details of any financial help you get from another person

The term 'financially associated person' is used in this form. This includes any person:

- From whom you usually receive financial help
- To whom you usually provide financial help
- Who could reasonably be expected to financially help you in obtaining legal services.

A financially associated person may include a parent, relative, partner, husband, wife, trust, corporation, group.

23 Are you or a financially associated person:

- Self-employed
- A primary producer (farmer, grazier)
- A partner in a business
- A director/shareholder in a business or company
- Receiving money from a trust
- Receiving any benefit from a business or company?

(Please provide your most recent tax return and profit and loss statement).

24 Are you employed?

No When did you last do paid work?

day / month / year

Yes What is your job?

25 Do you get a pension or benefit or allowance?

No

Yes Which one?

Card number

- Age Disability Family Tax
- Newstart Parenting Special
- Sickness Veterans Widow
- Youth Abstudy Austudy
- Other Give details:

26 Does your financially associated person get a pension, benefit or allowance?

No

Yes Which one?

Card number

- Age Disability Family Tax
- Newstart Parenting Special
- Sickness Veterans Widow
- Youth Abstudy Austudy
- Other Give details:

27 How much do you or any financially associated person get from any pension, benefit or allowance?

Your weekly amount Other person's weekly amount

\$	\$
\$	\$

You must give us copies of the Centrelink Income Statement.

28 Do you or a financially associated person receive a wage or salary?

No

Yes Please give amount of income per week:

	Your income	Other person's income
Gross wage	\$	\$
Tax	\$	\$

inc. Medicare

You must give us copies of recent payslips or letters from employers setting out weekly income and tax paid.

29 Do you or a financially associated person receive any other income or benefit?

No

Yes Please give type of income or benefit and amount you receive weekly:

Type	You	Person who helps you financially
Spouse Maintenance	\$ per wk	\$ per wk
Rent received	\$ per wk	\$ per wk
Income from trusts	\$ per wk	\$ per wk
Worker's comp.	\$ per wk	\$ per wk
Child Maintenance	\$ per wk	\$ per wk
Superannuation	\$ per wk	\$ per wk
Other income	\$ per wk	\$ per wk

30 What sort of housing payments do you make or are made on your behalf by a financially associated person?

Type Paid by You Person who helps you financially

Rent	\$ per wk	\$ per wk
Mortgage	\$ per wk	\$ per wk
Board & Lodgings	\$ per wk	\$ per wk
Rates	\$ per wk	\$ per wk

Do not pay housing costs Give details:

If insufficient space continue on page 12.

31 Do you or a financially associated person pay child care fees or spouse maintenance each week?

No

Yes Give details:

Expense	You	Person who helps you financially
Child Care Fees	\$ per wk	\$ per wk
Spouse Maintenance	\$ per wk	\$ per wk



32 Do you or a financially associated person pay any child support payments or spouse maintenance?

No

Yes Give details:

Your amount per week

\$

Number of children payment is for

Other person's amount per week

\$

Number of children payment is for

33 Do you or a financially associated person own or are paying off a home in Australia or elsewhere?

No

Yes Give details:

Address (if different to your home address)

Postcode

How much would the home sell for?

\$

Mortgages or amount still owing on the home you own

\$

Please let us know if you are not living in your home and the reasons why.

If insufficient space continue on page 12.

34 Do you or a financially associated person own or are paying off any other real estate in Australia or elsewhere? (eg house or land)

No

Yes Give details:

How much would it sell for?

\$

Mortgages or amount still owing on this property:

\$

Address

Postcode

35 Do you or a financially associated person own any motor vehicles? Including motor vehicles you are paying off

No

Yes Give details:

Year	Model	Market Value	Money Owing
		\$	\$
		\$	\$

Other person's vehicles

Year	Model	Market Value	Money Owing
		\$	\$
		\$	\$

36 Do you or a financially associated person have an account with a bank, building society or credit union in Australia or elsewhere, or have money invested with other persons?

No

Yes Give details of your account:

Your accounts

Bank/building society/credit union	Amount
	\$
	\$

Other person's accounts

Bank/building society/credit union	Amount
	\$
	\$

37 Do you or a financially associated person have any cash?

No

Yes Give details:

Your cash

\$

Other person's cash

\$

38 Do you or a financially associated person own anything else of value in Australia or elsewhere?

For example, shares, bonds, boats, caravans and jewellery, superannuation you can access now, insurance payments or any other valuable items you can sell

No

Yes Give details:

Your property

Item	Value
	\$
	\$

Other person's property

Item	Value
	\$
	\$

39 Does anyone owe money to you or a financially associated person?

No

Yes Give details:

Money owed to you

From who	Amount
	\$
	\$

Money owed to the other person

From who	Amount
	\$
	\$

40 During the last 12 months, have you or a financially associated person sold or given away any money or property in Australia or elsewhere worth more than \$1,000?

No

Yes Give details:

What	Date	Value
		\$
		\$
		\$

41 Did you or a financially associated person get any lump sum amount(s) of money greater than \$1,000 in the last 12 months? For example, a loan, gift, compensation, redundancy, award from a court case

No

Yes Give details:

What	When	How much
		\$


42 Are you or a financially associated person likely to get any lump sum amount(s) of money in the next 12 months? Like a loan, gift, compensation, redundancy, award from a court case

No

Yes What?

43 Have you or any other person or group paid any of your legal fees for this case?

No

Yes Give details and attach copies of receipts 

Who	Amount
	\$


44 Can any person or group pay for your legal fees?

No

Yes Give details:

Who?

Outline of Your Legal Problem

 Use page 12 if you do not have enough room. Please attach copy of any documents, summonses or charge sheets relating to this matter.

45 Do you have to go to court or a tribunal?

No

Yes Give details:

When is the next court/tribunal date?

day / month / year

Which court or tribunal do you have to appear in

- Magistrates Court
 District Court
 Tribunal ▼ Give details:

- Court of Appeal
 Youth Court
 Family Court of Australia
 Federal Magistrates Court
 Supreme Court
 Mental Health Court
 Drug Court
 Not Sure

Suburb/town

Not Sure

What is your next court date for?

(eg mention, committal, trial)

Not Sure

46 Are you applying for legal aid to appeal against a decision of a court or tribunal?

No

Yes Give details:

Which court or tribunal made the decision?

Where is that court or tribunal? *Town and State*

What was the date of the original decision?

day / month / year



47 In respect of this application, who do you want your lawyer to be?

In some cases, you may not get the lawyer you choose

A Legal Aid lawyer Name if known:

No preference

A private lawyer Give details:

Name

Firm

Address

Postcode

Telephone

If your legal problem is:

Criminal Law Go to question 48

Family Law Go to question 54

Civil/General Law Go to question 61
(including child protection)

? If you are not sure what your application is about and would like to talk to a lawyer, call 1300 366 424 to arrange free legal advice.

Criminal Law Only

Please attach a copy of your complaint/summons - you can obtain a copy of this from police prosecution.

48 Have you been charged with an offence?

No Go to question 54

Yes List your charges

Date charged	Charges

▶ List extra details on page 12.

49 Was anyone else charged with you for these offences?

No

Yes Please give their names

50 Have you pleaded guilty in court to these charges?

No

Yes

How do you want to plead?

Please note that legislation changes may result in a reduction in your sentence if you plead guilty early to these charges. The maximum potential reduction will generally only be available for a plea of guilty entered within 4 weeks of your first court appearance. Ask your solicitor as soon as possible to advise if you are entitled to a discount.

Guilty

Not guilty

Not sure

Criminal Law Only

51 If you are in custody, do you want to apply for bail?

No

Yes

52 Do you have a criminal record/previous conviction?

No

Yes

Not sure


List your criminal record, previous convictions; including matters where no conviction was recorded

Year	Offence	Penalty

► List extra details on page 12.

53 Have the police taken any of your belongings under a proceeds of crime order?


No

Yes ►  Attach a copy of your order.



Family Law Only

54 Are you applying for aid for a family or relationship problem?

 If you are not sure what your application is about and would like to talk to a lawyer, call 1300 366 424 to arrange free legal advice.

No ► Go to question 61

Yes ► **Which problem?**

Who my children live with (residence/custody)

How much time my children spend with me or the other parent (contact/access)

Decisions about how my children are raised (eg schooling, health, religion)

Child support/maintenance/paternity

Property settlement

Spousal maintenance

Divorce

Enforcing a court order or advising an order has been breached

Tell us more about your problem

► If insufficient space continue on page 12.

Not Sure ► **Get legal advice by calling 1300 366 424**

Child protection (including family group meeting)



55 Do you have any Family Court documents about this family matter, including domestic violence protection orders, child protection orders, family court orders?

No

Yes  Attach a copy of any documents

! If you don't have copies, contact the court or the lawyer who helped you get the orders, and ask them to provide you with a copy.

56 Who is the person you are in dispute with?

Full name

Address

Postcode

Date of birth

Phone number

Relationship to you

Do they have a lawyer?

No

Yes  Give details below, if known

Don't know

Lawyer's name

Law firm

Address

Postcode

57 Do you have any children under 18?

No

Yes  Give details

Family name	First and middle name	Date of birth	Relationship to you	Who do they live with?	Involved in this matter?
		day / month / year			<input type="checkbox"/>
		day / month / year			<input type="checkbox"/>
		day / month / year			<input type="checkbox"/>
		day / month / year			<input type="checkbox"/>

 List extra details on page 12.

58 Have you been to counselling/mediation or any family dispute resolution sessions with the person you are in dispute with?

No

Yes  Attach a copy of the family dispute resolution certificate

59 Were you married to the person you are in dispute with?

No

Yes  Give details

Marriage date

Separation date

Divorce date

60 Were you in a de facto relationship with the person you are in dispute with?

No

Yes  Give details

Relationship date

Separation date

Civil or General Law Only

61 Are you applying for aid for a civil law problem?

? If you are not sure what your application is about and would like to talk to a lawyer, call 1300 366 424 to arrange free legal advice.

Describe your civil law problem

- Administrative Appeals Tribunal
- Child protection
- Migration
- Service and ex-service personnel appeal
- Not sure **▶ Get legal advice by calling 1300 366 424**
- Other **▶ Give details**

▶ If insufficient space continue on page 12.

Consent to Client Survey

62 Do you consent to taking part in a client survey at some time over the next two years?

No Yes

Declaration

63 Are you completing this application for yourself?

- Yes **▶ Read and sign the declaration below**
- No **▶ What authority do you have to complete this application for someone else? (eg power of attorney, parent, guardian)**

I acknowledge it is an offence to:

- Make a false or misleading statement when applying for legal aid
- Give a false or misleading statement when applying for legal aid
- Refuse to give information requested by LSC with the intent to deceive or mislead LSC.

I have read the following privacy statement and conditions. All the information I have given is true and correct.

Applicant's or authorised person's signature

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Date

day	/	month	/	year
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Solicitor's Certificate

NOTE: If this application is made through a solicitor, this certificate MUST be completed. If not, it may be interpreted as an expression of opinion that the application has no merit.

I (name):

--

of the firm of:

--

of (address):

--

--

Postcode

CERTIFY that the applicant has consulted me and I am of the opinion that this application has legal merit and/or is otherwise deserving of aid.

Solicitor's Signature

--

Date

day	/	month	/	year
-----	---	-------	---	------

Privacy Statement

The information you give us in your application form will be used to:

- assess your eligibility for legal aid
- help your lawyer with your legal representation
- update your personal details in our records
- evaluate our services.

LSC also gives statistical information, after removing names of applicants, to the Australian Government Attorney-General's Department, and the South Australian Attorney-General.

Under section 31A of the Legal Services Commission Act 1977, the information remains confidential in most cases.

Your information will not be given to any other person or agency unless you give us permission or we are required by law.



Authority to release information

VERY URGENT CASES MAY BE PROCESSED WITHOUT THE PROOF OF MEANS NORMALLY REQUIRED IF YOU SIGN AND DATE THIS AUTHORITY.

PLEASE NOTE MOST CASES ARE NOT REGARDED BY THE COMMISSION AS VERY URGENT SO PROOF OF MEANS IS STILL REQUIRED OR YOUR APPLICATION FOR AID MAY BE REFUSED.

I (name):

Your Centrelink Reference Number (CRN)

<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>	-	<input type="text"/>
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consent and authorise:

- the Legal Services Commission (LSC) to use Centrelink Confirmation eServices to perform a Centrelink enquiry of my Centrelink Customer details and concession card status in order to enable LSC to determine if I qualify for a grant of aid.
- the Australian Government Department of Human Services (the department) to provide the results of that enquiry to LSC.

I understand that:

- the department will disclose to LSC my personal information including my name, address, concession card status, payment type, payment status, income, assets, one-off payments, deduction and shared care arrangements for LSC to confirm my eligibility for legal aid.
- this consent, once signed, remains valid while I have an active legal aid file, but I can stop it at any time by writing to LSC or the department.
- I can obtain proof of my means from the department and provide it to LSC so that my eligibility for legal aid can be determined.
- if I withdraw my consent or do not alternatively provide proof of my means, I may not be eligible for legal aid.

A brochure is available from Centrelink that provides more details about the Centrelink Confirmation eService or on Centrelink's website at www.humanservices.gov.au

Applicant's or authorised person's signature



Date

day / month / year



6. OTHER COSTS YOU MAY HAVE TO PAY

- (a) If you receive more money, e.g., if you get a job, an inheritance or other payment, or if you become financially supported by someone else, this will affect your legal aid. You must tell us if this happens. We will then work out whether you can still have legal aid and whether you have to pay another contribution.
- (b) If you lose your case, you may have to pay the other side's costs. We cannot help you with these costs. You will have to pay them yourself.
- (c) If you get legal aid when you were not entitled to, we will require you to pay back the full amount. If you give us false, incomplete or misleading information, you could also be prosecuted.
- (d) We can change the conditions of legal aid at any time and this could mean that you have to pay more.
- (e) We cannot pay for any work your lawyer has already done without a grant of legal aid. This is your responsibility.

7. WHAT YOU MUST DO

- (a) You must tell us and your lawyer if you change address. If you are released from prison, you must tell us and your lawyer where you will be living. If we cannot contact you, legal aid can be stopped and your lawyer can stop work on your case.
- (b) You must tell us and your lawyer if your financial circumstances change. This includes if you get a job, enter a financially associated relationship, separate, receive money, etc.
- (c) You must follow your lawyer's advice. Legal aid can be stopped if you do not do this.
- (d) You must tell your lawyer everything he or she needs to know about your case.
- (e) You must tell us and your lawyer if you do not want legal aid. By accepting legal aid you accept these conditions. Ask your lawyer if you are unsure.

8. WHAT YOUR LAWYER MUST DO

- (a) Your lawyer should keep you informed of the costs of your case, particularly where a charge may be taken over your real estate.
- (b) Your lawyer must keep your case confidential, apart from some things which he or she must tell us, the other side and/or the Court.
- (c) Your lawyer must tell us what is happening in your case. If your lawyer thinks that you are unlikely to win the case, he or she must tell us and legal aid can be stopped.
- (d) Your lawyer must tell us of any changes in your circumstances which could affect your legal aid.
- (e) Your lawyer cannot charge for work done while you are on a grant of legal aid. Your lawyer will bill us for that work.

9. WHAT WE WILL DO

We will process your application once we receive the completed form and proof of means. This takes us about 7-14 days. You can ring us after this time if you have not heard. We will write to you telling you whether you are granted legal aid. The letter will tell you who your lawyer is and will ask you to contact them. It will also tell you about your contribution.

If you are refused legal aid, the letter will tell you why and will explain how you can appeal.

We will keep your legal aid matters confidential except in the following circumstances:

- (a) If you ask us in writing to provide information to someone else, or, again in writing, you authorise someone else to get information from us.
- (b) If there is information which your lawyer needs from us.
- (c) If we are required by law, including a court order, to release the information.
- (d) If we take a charge over your real estate, we send a copy of the charge document to your other lender(s) and the charge is registered at the Lands Titles Office.

10. RIGHT TO APPEAL

If you do not agree with our decision on your application, or with a condition of legal aid, you can appeal. To appeal, write to us within fourteen (14) days of our letter, telling us why you think the decision is wrong. You do not need a lawyer's help to appeal. You can appeal by yourself, simply by writing a letter to us. Of course, you can pay a lawyer to appeal for you if you wish. We will write and let you know the result of your appeal.

11. IF YOU NEED MORE INFORMATION

Once you accept legal aid, the conditions of aid will apply to you whether or not you agree with them or understand them.

If you do not understand the conditions of aid or need more information about legal aid, you can:

- (a) ask your lawyer
- (b) write to us
- (c) attend one of our offices and speak to us about it, or,
- (d) access the Practitioners Guide to Legal Aid on www.lsc.sa.gov.au

The addresses of our offices are printed on the back of this form.



Legal Services Commission

OF SOUTH AUSTRALIA

www.lsc.sa.gov.au

www.lawhandbook.sa.gov.au





All completed applications must be forwarded to the Commission's Adelaide Office.

<p>POST TO: LEGAL SERVICES COMMISSION GPO BOX 1718 ADELAIDE 5001</p> <p>OR EMAIL TO: lsc.correspondence@lsc.sa.gov.au</p>	<p>ADELAIDE OFFICE: 159 GAWLER PLACE, ADELAIDE 5000 PHONE: (08) 8111 5555</p>	<p>ELIZABETH OFFICE: GROUND FLOOR, WINDSOR BUILDING 1 WINDSOR SQUARE, ELIZABETH SHOPPING CENTRE, ELIZABETH 5112 PHONE: (08) 8111 5400</p>
<p>MOUNT BARKER OFFICE: 18 WALKER STREET, MOUNT BARKER 5251 PHONE: (08) 8111 5320</p>	<p>NOARLUNGA OFFICE: GROUND FLOOR, NOARLUNGA HOUSE, COLONNADES SHOPPING CENTRE, NOARLUNGA CENTRE 5168 PHONE: (08) 8111 5340</p>	<p>PORT ADELAIDE OFFICE: ANL HOUSE, 306 ST. VINCENT STREET, PORT ADELAIDE 5015 (Entry at rear of building off Baker Street) PHONE: (08) 8111 5460</p>
<p>PORT AUGUSTA OFFICE: 13 FLINDERS TERRACE, PORT AUGUSTA 5700 PHONE: (08) 8686 2200</p>	<p>WHYALLA OFFICE: 7/169 NICOLSON AVENUE, WHYALLA NORRIE 5608 PHONE: (08) 8620 8500</p>	

<p>English</p> <p>If you do not understand English telephone the Translating and Interpreting Service on 131 450 to make an appointment for us to explain our documents in your language. We will arrange and pay for an interpreter.</p>	<p>Albanian</p> <p>Në qoftë se ju nuk kuptoni Anglishtë, telefononi Shërbimin e Përkthimit dhe të Interpretimit në 131 450 që të lini takim që ne t'ju shpjegojmë dokumentat tona në gjuhën tuaj. Ne do të caktojmë dhe do të paguajmë për përkthyesin.</p>	<p>Arabic</p> <p>إذا كنت لا تفهم اللغة الإنكليزية اتصل هاتفياً بخدمة الترجمة الخطية والشفهية Translating and Interpreting Service على الرقم 131 450 لتحديد موعد معنا كي نفسر لك مستنداتنا بلغتك الأم. سوف نؤمّن نحن المترجم الشفهي وندفع له أتعابه.</p>
<p>Chinese</p> <p>如果您看不懂英语，请致电传译及翻译服务，电话号码：131 450。我们可以约定一个时间，用您的语言为您解释文件内容。传译员由我们安排和付费。</p>	<p>Croatian</p> <p>Ako ne razumijete engleski jezik nazovite TIS prevodilačku službu na broj 131 450 da zakažete sastanak, kako bismo vam objasnili naša dokumenta na hrvatskom jeziku. Mi ćemo organizirati i platiti službu tumača.</p>	<p>Dari/Farsi</p> <p>اگر انگلیسی نمی‌دانید لطفاً با سرویس ترجمه به شماره تلفن : ۱۳۱ ۴۵۰ تماس گرفته و قرار ملاقاتی را با ما مشخص نمایید تا ما مدارک خودمان را به زبان شما توضیح دهیم . ما مترجم گرفته و هزینه آن را پرداخت می‌کنیم .</p>
<p>Greek</p> <p>Αν δεν καταλαβαίνετε Αγγλικά, τηλεφωνήστε στην Υπηρεσία Μετάφρασης και Διερμηνείας (TIS) στο 131 450. Κλείστε ραντεβού και θα σας εξηγήσουμε τις πληροφορίες μας στα Ελληνικά. Θα σας κλείσουμε διερμηνέα με δικά μας έξοδα.</p>	<p>Italian</p> <p>Se non capite l'inglese, chiamate il Servizio Interpreti e Traduttori al 131 450 per fissare un appuntamento e farvi spiegare i nostri documenti nella vostra lingua. Faremo venire anche un interprete pagato da noi.</p>	<p>Khmer</p> <p>ប្រសិនបើអ្នកមិនយល់ភាសាអង់គ្លេស សូមទូរស័ព្ទទៅក្រុមប្រឹក្សាសេវា លេខ 131 450 ដើម្បីធ្វើការណាត់ថ្នាក់ ហើយយើងនឹងពន្យល់ឯកសាររបស់អ្នកដល់អ្នកដោយប្រើភាសាអង់គ្លេស។ យើងនឹងរៀបចំបើប្រាក់ឈាមអ្នកប្រើភាសា។</p>
<p>Polish</p> <p>Jeżeli nie rozumiesz angielskiego, zadzwoń do Służby Tłumaczy pod numerem 131 450 by ustalić termin wizyty, na której wyjaśnimy nasze dokumenty w Twoim języku. Zamówimy i zapłacimy za tłumacza.</p>	<p>Russian</p> <p>Если вы не понимаете по-английски, позвоните нам через Службу Переводов по тел. 131 450 и назначьте прием, чтобы мы вам объяснили наши документы на вашем языке. Мы закажем и оплатим переводчика.</p>	<p>Serbian</p> <p>Ako ne razumete engleski, nazovite službu tumača i prevodilača na tel. br. 131 450 da zakažete sastanak kod nas da vam objasnimo naše dokumente na vašem jeziku. Mi ćemo dovesti tumača i platiti za te usluge.</p>
<p>Spanish</p> <p>Si no comprende el inglés, llame al Translating and Interpreting Service, en el 131 450, para organizar una cita en la que le explicaremos nuestros documentos en su idioma. Nosotros organizaremos un intérprete y cubriremos el costo.</p>	<p>Thai</p> <p>ถ้าท่านไม่เข้าใจภาษาอังกฤษและต้องการล่ามไทย โทรศัทพ์ ๑๓๑ ๔๕๐ เพื่อใช้บริการล่ามโดยไม่เสียเงิน</p>	<p>Vietnamese</p> <p>Nếu quý vị không hiểu tiếng Anh, xin điện thoại cho Sở Phiên và Thông Dịch qua số 131 450 để hẹn cho chúng tôi giải thích những văn kiện của chúng tôi bằng thứ tiếng của quý vị. Chúng tôi sẽ thu xếp và trả tiền cho thông dịch viên.</p>

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