Form 2.20   Notice to admit authenticity of documents

Court Procedures Rules 2006

(see r 491 (Admissions—notice to admit facts or documents))

In the *[Supreme/Magistrates] Court of the Australian Capital Territory

No *[SC/MC]   of (*year*)

(*name*)
Plaintiff

(*name*)
Defendant

TO: (*the party asked to admit documents*)

Take notice that—

1.   The (*party asking for the admission*) proposes to adduce in evidence the documents stated below.

2.   The (*party asking for the admission*) asks that you admit, for the proceeding only, the authenticity of each of the documents stated below.

3.   You or your solicitor or agent may inspect the documents at (*place*) on (*date*) between the hours of (*hour*) and (*hour*).

4.   Your admission of the documents may only be relied on by the (*party asking for the admission*).

Filed for the (*party*) by:
(*the party's address for service and telephone number (if any) or, if the party is represented by a solicitor and the solicitor is the agent of another solicitor, the name and place of business of the other solicitor*)

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5.   If, at the end of 14 days after the day this notice is served on you, you have not served a notice on the (*party asking for the admission*) disputing the authenticity of the documents, you are taken to admit, for this proceeding only, the authenticity of each of the documents stated in this notice.

6.   If you dispute the authenticity of a document stated in this notice and afterwards the authenticity of the document is proved in the proceeding, you must pay the costs of the proof, unless the Court otherwise orders.

Date:

(*signature of party/party's solicitor*)

(*name of party/party's solicitor*)

Documents to be admitted

(*set out the documents asked to be admitted, for example, as follows*)

Example

1   letter—defendant to plaintiff dated 3 March 2006

2   policy of insurance on goods by ship *Pacific Trader* on voyage from Wellington to Sydney dated 14 April 2006

3   memorandum of agreement between *AB*, captain of ship, and *CD* dated 8 June 2006

Note   An example is part of the rules, is not exhaustive and may extend, but does not limit, the meaning of the provision in which it appears (see Legislation Act, s 126 and s 132).

*omit if, or whichever is, inapplicable