

**Request to reset document filed in error via**

**e-Filing**

This form must be signed by the solicitor having conduct of the proceeding and submitted via e-mail to the relevant Registry:

For Common Law matters, please email [commonlaw.registry@countycourt.vic.gov.au](mailto:commonlaw.registry@countycourt.vic.gov.au).

For Commercial matters, please email [commercial.registry@countycourt.vic.gov.au](mailto:commercial.registry@countycourt.vic.gov.au).

Upon receipt of the completed form, the Registry will assess your request and contact you directly with the outcome.

# Case Details

|  |  |
| --- | --- |
| **Case number:** |  |

|  |  |
| --- | --- |
| **Case name:** |  |

# Solicitor details

|  |  |
| --- | --- |
| **Name of solicitor:** |  |

|  |  |
| --- | --- |
| **Address of solicitor firm:** |  |

|  |  |
| --- | --- |
| **Telephone number:** |  |

|  |  |
| --- | --- |
| **E-mail address:** |  |

# Request to reset document filed in error

|  |  |
| --- | --- |
| I, |  |

hereby request the Court to reject the following document which was filed via e-filing:

|  |  |
| --- | --- |
| **Title of document:** |  |

|  |  |
| --- | --- |
| **Date and time of e-Filing:** |  |

|  |  |
| --- | --- |
| **Reason for request:** | *(Explain the error that was made and what steps you are requesting the Court take to amend the error)* |

|  |  |
| --- | --- |
| **Is a refund of the Court filing fee being requested?** | Yes  No |

|  |  |
| --- | --- |
| **Dated:** |  |

|  |  |
| --- | --- |
| **Signature:** |  |