

**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.

For Commercial matters, please email 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

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| 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:** |   |