



# SUPREME COURT OF WESTERN AUSTRALIA

## Services offered by the Supreme Court Registry

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The Supreme Court is the State's highest Court, with responsibility for both criminal and civil matters, and is the State's main appeal court. The court is divided into two divisions – the General Division and the Court of Appeal.

Most of your contact with the Court will be with the Registry staff, therefore it is important for you to understand what staff can and can't do to help you prepare your case. Most importantly, Registry staff are not permitted to give you legal advice.

### What we can do

- We can answer questions about how the Court works, its practices and procedures
- We can provide information and sample forms on different ways to commence actions within the Supreme Court
- We can give you information on how to apply for a fee reduction within the Court
- We can witness documents that are to be filed with the Supreme Court
- We can check your documents for filing to ensure you have all documents required
- We can provide you with details of some organisations which may be able to assist you

### What we can't do

- We can't give legal advice
- We can't tell you whether or not you should bring your case to Court
- We can't tell you what documents to file
- We can't recommend lawyers
- We can't help you complete your forms
- We can't print documents for you to complete
- We can't advise you how long it will take for your matter to proceed through Court
- We can't let you communicate with a Registrar, Master or Judge other than by way of written correspondence

### Useful information

The Court uses electronic lodgment of documents in its original civil jurisdiction. You can sign up for elodgment on the ecourts portal: [ecourts.justice.wa.gov.au](http://ecourts.justice.wa.gov.au)

### Organisations

Citizens Advice Bureau of WA  
25 Barrack Street  
PERTH WA 6000  
PH: (08) 62215711  
Website: [cabwa.com.au](http://cabwa.com.au)

Legal Aid  
32 St Georges Terrace  
PERTH WA 6000  
PH: 1300650579  
Website: [legalaid.wa.gov.au](http://legalaid.wa.gov.au)

### Websites

[supremecourt.wa.gov.au](http://supremecourt.wa.gov.au)  
[legislation.wa.gov.au](http://legislation.wa.gov.au)