



## FEDERAL CIRCUIT COURT OF AUSTRALIA

National Enquiry Centre: 1300 352 000  
[enquiries@familylawcourts.gov.au](mailto:enquiries@familylawcourts.gov.au)  
[www.federalcircuitcourt.gov.au](http://www.federalcircuitcourt.gov.au)

Dear Sir/Madam,

**RE: - COURT FILE NO.**

### IMPORTANT NOTICE – CALLOVER

During the week commencing 20 November 2017 the Melbourne Registry of the Federal Circuit Court will be conducting a “Case Management Offensive,” namely, a callover of all family law matters, which have previously been listed for hearing between 1 February 2018 and 31 March 2018.

**Your matter has been listed for callover on XX November 2017 at XX am/pm before Judge XXX.**

The purpose of the Case Management Offensive is to cut down delays, promote the resolution of matters in a cost effective manner for parties and ensure the Court’s time is being used efficiently.

The callover is being held to ascertain whether:

- matters listed are ready for trial
- all issues are still in dispute
- the previous estimate provided is accurate
- the matter can otherwise be resolved

Orders for mediation/dispute resolution will be made and if necessary cases may be allocated new final hearing dates. **The Court may provide Conciliation Conferences and limited parenting Child Dispute Conferences.** If a matter is not ready for trial, the Judge will provide directions about how the matter will proceed.

You are required to attend the callover. Failure to attend Court may result in orders being made in your absence including the loss of trial dates or matters being struck out.

Practitioners attending the callover are expected to be familiar with the issues in the case and, where relevant, to advise the court of proposed mediation/dispute resolution arrangements and availability of expert reports and witnesses.

A list of available mediators will shortly be made available to practitioners and to all Barristers' Clerks.

Parties are also required to attend unless they are excused from attending due to hardship. If a party is excused from attending in person, the practitioner must provide to the Court on the day a contact telephone number for the party.

**Enclosed is a list of information that the Court seeks in order to facilitate the callover.** This form may be completed in neat handwriting or alternatively typed. **This information must be received by the Court by XXX 2017** (If sending by email please send to XXX @federalcircuitcourt.gov.au).

Should you have any queries, please telephone contact the National Enquiry Centre on 1300 352 000.

Yours sincerely

Chambers of Chief Judge Alstergren

## CALLOVER INFORMATION

**Matter Name:**

**File Number:**

**Matter type: PROPERTY / CHILDREN / RELOCATION /  
CONTRAVENTION / ENFORCEMENT / CHILD  
SUPPORT / OTHER (delete as applicable)**

	<p><b>Applicant / Respondent / ICL/ Other</b></p> <p>(delete as applicable)</p> <p><b>- Name of party:</b></p>
<b>Estimate of hearing time (days)</b>	
<b>Date Application /Response first filed</b>	
<b>Date Matter fixed for trial</b>	
<b>Are the parties from out of town? (eg overseas /interstate)</b>	
<b>Are there any overseas /interstate witnesses</b>	
<i>Are there any witnesses with limited availability</i>	
<b>Number of witnesses</b>	
<b>Names of witnesses</b>	
<b>Interpreter required for the Applicant/Respondent (Yes/No)</b>	
<b>Language of interpreter</b>	

<p><b>Will any witnesses have interpreters?</b>  <b>( Interpreters for witnesses will need to be privately funded)</b></p>	
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**Parenting Matters**

<b>Date of release of any family reports</b>	
<b>Name of report writer</b>	
<b>Is an updated family report sought?</b>	
<b>The capacity of the parties to fund a private report</b> <i>(Please include estimate of yearly income and current net assets)</i>	
<b>Availability of updated private family report</b>	
<b>Have parties attended a Legal Aid Conference or other settlement mediation scheme?</b>	
<b>Has an Independent Children’s Lawyer been appointed?</b>	
<b>Is a Child Dispute Conference sought? Is it to be Child inclusive?</b> <i>Where can it take place and with whom?</i>	
<b><i>What are the three most significant factual issues in dispute?</i></b>	

**Property Matters**

<b><i>Are any values of Assets in dispute? ?(if yes provide details)</i></b>	
<b>Anticipated availability of expert reports/valuations</b>	
<b>Proposed arrangements for private mediation</b> <b>Including date and name of mediator</b>	

<b>Is a Conciliation Conference sought (matters where the asset pool is less than \$450,000)?</b>	
<i>What are the three most significant factual issues in dispute?</i>	

**Other procedural information**

<b>Has there been proper discovery?</b>	
<b>Outstanding Discovery Issues:</b>	
<b>Have any court appointed experts been appointed</b> (if yes, name of expert/s and area of expertise):	
<b>Has the court appointed expert report been released? <i>And if not when is it expected?</i></b>	
<b><i>What are the impediments to settlement</i></b>	
<b>Have any issues settled?</b> (if yes, please list)	
<b>Is Counsel briefed?</b> (If so, who?)	
<b>Outstanding issues in dispute</b>	

**Additional Information:**

**Additional Priority Indicia?**

	<b>Yes or No</b>
<b>School issue <i>for enrolment in 2018</i></b>	
<b>Child risk/welfare allegations</b>	
<b><i>Was the matter ready to proceed and previously listed for hearing but not reached ?</i></b>	
<b><i>Has the matter previously been listed for trial and</i></b>	

<i>been adjourned as it was not ready to proceed?</i>	
<b>The matter has been on foot for a period longer than 18 months</b>	
<b>Significant financial hardship would be experienced by one or more of the parties if matter does not proceed</b>	
<b>Is Relocation Sought? And if so, reasons why priority should be granted</b>	

**Other** (please specify):