

## EXAMINATION ORDER

### COURT DETAILS

Court	Write 'Local Court'
#Division	Write 'Small Claims Division'
#List	Delete or leave blank
Registry	Write the court where statement of claim was filed
Case number	Write the case number from statement of claim

**TITLE OF PROCEEDINGS** This section should be completed with the same details as in the 'TITLE OF PROCEEDINGS' section of the statement of claim form.

[First] plaintiff

#Second plaintiff #Number of  
plaintiffs (if more than two)

[First] defendant

#Second defendant #Number of  
defendants (if more than two)

### JUDGMENT DETAILS

Judgment creditor	Write your name, then 'plaintiff'
Judgment debtor	Write Judgment debtor's name, then 'defendant'

### ORDER TO ATTEND COURT

Name	Write the name of judgment debtor
Address	Write the address of judgment debtor

You are ordered to:

- 1 Attend court to be examined as to whether any and, if so, what debts are owing to [#you #the judgment debtor] debtor and whether [#you have #the judgment debtor has] any and, if so, what other property or other means of satisfying the judgment.  
(if judgment debtor is an individual, delete "the judgment debtor". If judgment debtor is a company, delete "you")
- 2 #Produce to the court the following documents or things that are in [#your #the judgment debtor's] (if judgment debtor is an individual, delete "the judgment debtor". If judgment debtor is a company, delete "your") possession or control:

- (a) [insert details of the documents and things to be produced]  
List the documents you want the judgment debtor to give you. For example:
- (b) All bank statements, including those showing the current bank balance
- (c) Evidence of ownership of property and motor vehicle, such as certificates of title, mortgage loan documents, motor vehicle registration papers
- (d) Latest income tax assessment
- (e) Four most recent payslips
- (f) rent receipts.

### WHEN AND WHERE TO ATTEND COURT

Date Leave blank. To be completed by the court  
 Time Leave blank. To be completed by the court  
 Place To be completed by the court

If you do not attend court on this date at this time and place, you may be arrested.

### SEAL AND SIGNATURE Leave blank - to be completed by the court

Court seal  
 Signature  
 Capacity Registrar  
 Date

### JUDGMENT CREDITOR'S DETAILS

Name Write your name

**#Legal representative for judgment creditor** Leave this section blank if you are not being represented by a lawyer

Name  
 Firm  
 #Contact solicitor  
 Address for service  
 DX address  
 Telephone  
 Fax  
 Email

**#Contact details for judgment creditor acting in person or by authorised officer**

If you are representing yourself fill out this section.

#Name of authorised officer	Write your name
#Capacity to act for judgment creditor	Write Plaintiff or authorised officer of plaintiff company
Address for service [The judgment creditor must give an address for service. This must be an address in NSW unless the exceptions listed in UCPR 4.5(3) apply.]	Write you address
Telephone	Write your telephone number
#Fax	Write your fax number if you have one
Email	Write your email address