

How to find the Consumer Law Centre

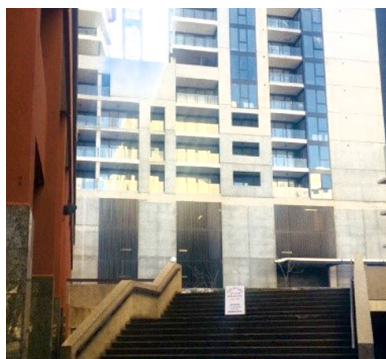
Address: Level 1, 2 Akuna Street, Canberra City

Detailed map: <http://www.carefcs.org/consumer-law-centre-act.html>

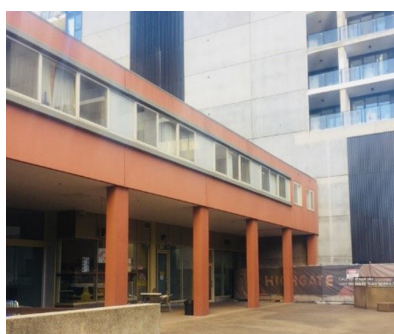
Please contact 02 6143 0044 if you get lost.



1. Enter via the side of the Waldorf Apartments



2. Climb steps



3. At the top of the steps, look left



4. Care inc. and Consumer Law Centre of the ACT

Parking

Accessing parking in the City can be difficult so please allow time for this. The short stay carpark opposite our building is no longer available. We suggest using the Canberra Centre car park as on street parking is limited.

Cancellations

If you are unable to attend this appointment, we would appreciate at least 24 hours' notice. This enables us to offer the appointment time to someone else who needs our help.

Things to have at your appointment.

Attached to this document is "**Form 2.52 – Statement of enforcement debtor's financial position**". You will need to fill this form out for court.

The form is very detailed and may take more than an hour to fill out. Completing the form might be difficult or overwhelming, but it is an essential part of the legal process. Ensuring that your form is as accurate and complete as possible helps us to help you resolve your legal problem.

Please collect the following documents to get the necessary information to complete the form, complete the form and then bring the documents and your completed form to your appointment.

We understand that this is a lot to bring, but to provide the best possible advice we need as much information as possible. You can bring the information in hard copy, or if you have access to it electronically (for example, you might have access to your bank statements through a mobile phone banking app) then this is sufficient. Some of these documents may not be relevant to you, but please bring as much as you can.

Income

- If you receive Centrelink, Centrelink income statement of earnings and deduction statement - We need evidence of last 4 payments so please bring at least the last 2 months of Centrelink statements or bank statements or have access to them
- If you are employed,
 - › pay slips – We need evidence of last 4 payments, so please bring at least the last 2 months of pay slips or bank statements or have access to them
 - › if you receive other benefits/allowances in connection with your job, information about the type and amount of the benefit/allowance
- If you are unemployed:
 - › length of last employment,
 - › o date employment ended,
 - › name and address of last employer,
 - › average weekly earnings with last employer – ideally, last 2 months of pay slips

- If you receive any of the following types of other income, information about the amount and type of income:
 - › dividends from shares
 - › interest from banks, building societies, credit unions and shares
 - › money from trusts or estates
 - › rent or board payments
 - › workers compensation payments
 - › superannuation payments
 - › maintenance payments (child support or domestic partner)
 - › income from any other source
- Bank, building society, credit union or other financial institution account statements for the last 12 months – this will also be used to help work out if you have other income, as well as your assets and liabilities

Assets

It would help if you could think about the value of the following assets you may have:

- Real estate
- Shares
- Superannuation
- Household contents
- Motor vehicles

Liabilities

- Accommodation expenses bills (for example, rent, board, hospital or nursing home charges for at least the last 2 months)
- Mortgage repayment
- Most recent notice of general, water and sewerage rates
- Most recent gas, electricity and phone bills
- Invoices relating to child care costs over last 12 months
- Insurance policy premiums
- Loan Contracts
- Account statement for credit cards, loan contracts and other debts
- School fees
- Court documents relating to debts

We look forward to working with you.