Additional Case Example Form – Court of Appeal and Supreme Court

You will need to complete this form for each case example you provide (at least 5).

If you print and complete please make copies of this case example form as necessary. If you complete the form online, please save each example on your computer and repeat as necessary before printing.

This case included:

☐ Pre-trial hearings  ☐ Appeals related to extended supervision orders  ☐ Solicitor-General’s appeal
☐ Appeal by way of case stated  ☐ Other: __________________________

Case details

Name or initials of accused __________________________

Date  D D / M M / Y Y

Bench Judge/s __________________________

Appellant team __________________________

Respondent team __________________________

Area of law __________________________

Relevant legislation __________________________

Legal / Factual issues __________________________

Result / Outcome __________________________

Please indicate your role in the case by completing the following table.

Pre-proceedings

Taking instructions  ☐ Yes  ☐ No

Describe: __________________________

Research the law on the case  ☐ Yes  ☐ No

Approximate % of research for the case you provided  ______% 

Preparation of submissions  ☐ Yes  ☐ No

Preparation of Appeal  ☐ Yes  ☐ No

Preparation of application for leave to Appeal  ☐ Yes  ☐ No

Preparation of response to application for leave to Appeal  ☐ Yes  ☐ No

Draft documents  ☐ Yes  ☐ No

List documents drafted: __________________________
Liaise with other counsel  □ Yes □ No
Describe: ____________________________________________________________
__________________________________________________________

Other  □ Yes □ No
Describe: ____________________________________________________________
__________________________________________________________

Appeal Hearing
Deliver oral submissions  □ Yes □ No
Respond to questions from court  □ Yes □ No
Lead evidence  □ Yes □ No
Describe: ____________________________________________________________
__________________________________________________________

Deliver closing submissions  □ Yes □ No

What were the significant features of this case?
Describe: ____________________________________________________________
__________________________________________________________

What was your key contribution to this case?
Describe: ____________________________________________________________
__________________________________________________________

Please provide contact details of a person that can verify the information you have provided on your role in this case.
Name ____________________________________________________________
Position __________________________________________________________
Work address ________________________________________________________
Work phone _________________________________________________________
Business email _____________________________________________________