* **Cross boxes where applicable. Type or print clearly providing all details required**
* **Attach an extra page if you need more space for any of the details requested**
* **NOTE: The court may only permit subpoenaed material to be removed from the Registry, if this Uplift Form has been signed by the lawyer for a party - r 24.20(10) of the *Federal Court Rules* *2011***

|  |  |
| --- | --- |
| Details of the proceeding | |
|  | |
| Title of proceeding: |  |
|  |  |
| Proceeding number: |  |
|  |  |
| Subpoena Addressee: |  |
|  |  |
| Date Subpoena Issued: |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Details and Undertaking of the Lawyer making the request for uplift (r 24.20) | | | | | | | | |
|  | | | | | | | | |
| Name of Lawyer: | | | | |  | | | |
|  | | | | |  | | | |
| Organisation/Firm: | | | | |  | | | |
|  | | | | |  | | | |
| On behalf of: | | | | | [eg. Applicant] | | | |
|  | | | | |  | | | |
| Lawyer’s contact details: | | | | | Work: |  | Mobile : |  |
|  |  |  |  |
| Email: |  | | |
|  |  | | |
| Address: |  | | |
|  | | | | | | | | |
| I, the Lawyer listed in Section 2 (a) above, undertake to keep the subpoenaed material in safe custody and to return it in the same order, condition and packaging as at the time of uplift: | | | | | | | | |
|  | to the registry, by no later than 4.00 pm on: | | | [insert date] | | |
| **OR** |  | | | | | |
|  | as otherwise ordered:  *(please specify)* | | | [details of obligation to return as ordered] | | |
|  | | | | | | |
| Signature: | | |  | | | Date: |  |

|  |  |
| --- | --- |
| Has leave been obtained? | |
|  | |
| Leave is required to inspect a Court document:  (r 24.20(3) of the *Federal Court Rules* *2011* (Cth)) | [Set out the details of the relevant uplift order, including the date and who made the order] |

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| If only part of the subpoenaed material is being uplifted, describe those part(s): | | | [If only part, give a brief general description of what those parts being uplifted are] | | | |
|  | | |  | | | |
| Collection & Receipt of subpoenaed material being uplifted  *(Note: If subpoenaed material is being collected by someone other than the Lawyer making the request, that person must present Photo ID to the Registry at the time of collection)* | | | | | | | |
|  | | |  | | | | |
| I, the Lawyer named in section 2.1 of this form: | | | | | | | |
|  | |  | | | | | |
|  | | acknowledge receipt of the relevant subpoenaed material described in Section 3 above; | | | | | |
| **OR** | |  | | | | | |
|  | | authorise the person named below, to collect the relevant subpoenaed material described above from the registry on my behalf: | | | | | |
|  | | Name of person authorised to collect subpoeaned material (“**Authorised Collector**”): | |  | | | |
|  | | | |  | | | |
|  | | Organisation/Firm/Agency: | |  | | | |
|  | | | |  | | | |
|  | | Telephone : | | Work: |  | Mobile: |  |
|  | | | | | | | |
|  | | Signature of Authorised Collector: | |  | | Date: |  |
|  | | | | | | | | |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| ***For Registry Use Only*** | | | | | | |  |
|  | **UPLIFT** | |  | |  | **RETURN** |  |
| Uplift date/time: | |  |  | Return date/time: | |  |  |
| Details of photo ID of Authorised Collector: | | *[ie. Drivers licence no.]* |  | Registry officer: | |  |  |
| Registry officer: | |  |  | Officer’s signature: | |  |  |
| Signature: | |  |  |  | |  |  |
|  | |  |  |  | |  |  |