



- WorkCover WA provides an electronic document system (EDS) for the lodgement of applications and documents related to disputes called **WorkCover WA Online**. Unless a party is exempt from using the EDS, all documents must be lodged via WorkCover WA Online. Exempt parties can also use the EDS if they wish. Registration as a user of WorkCover WA Online is easy and can be done via our website.
- Further information is available in the **Guide to the Workers Compensation Arbitration Service** and can be found on our website or by contacting WorkCover WA's Advice and Assistance line on 1300 794 744.
- Exempt applicants can lodge this form by:

Email
arbitration@workcover.wa.gov.au

In Person
WorkCover WA
2 Bedbrook Place
Shenton Park WA 6008
(Monday to Friday 8am to 4:30pm)

By Post
Workers Compensation Arbitration Service
WorkCover WA
2 Bedbrook Place
Shenton Park WA, 6008

NOTES FOR WITNESS

- This summons is issued pursuant to section 343 of the *Workers Compensation and Injury Management Act 2023*.
- If you fail to comply with this summons without reasonable cause, you may commit an offence and may be liable to a fine of \$5,000.
- You are not required to comply with this summons unless:
 - a) You have been given a copy in accordance with rule 34 of the *Workers Compensation and Injury Management Arbitration Rules 2024* not less than 7 days (or any extended or abridged time by order of an Arbitrator or the Registrar) before the day on which you are required to attend; and
 - b) You have been paid or tendered a witness allowance for the expenses of attendance no later than a reasonable time before the time at which you are required to attend.

SECTION A - CASE DETAILS

1. Case number
2. Applicant
3. Respondent

SECTION B - WITNESS DETAILS

4. Details of the witness

Name

Address

City/Suburb

State

Postcode

You are required to attend before the undersigned Registrar/Arbitrator in Western Australia, to give evidence at

_____ on _____ (WA time) _____ (day) _____ (date) _____ (month) _____ (year)

SECTION C - ISSUED

5. Issued by the undersigned Registrar/Arbitrator at the request of

SECTION D - SIGNATURE

Signature

Name

Date

SECTION E - REGISTRAR/ARBITRATOR

Signature of Registrar/Arbitrator

Date