



Form 32B – Attendance notice to produce

Industrial Relations Act 2016, schedule 5

Industrial Relations (Tribunals) Rules 2011, rules 58, 59, 63, 116, 117 and 120

Information

TAKE NOTICE:

- failure to comply with this attendance notice without lawful authority or excuse is contempt and may result in your being liable to a penalty of not more than 40 penalty units or, for a contempt of the court, imprisonment.
- you need not comply with this attendance notice unless conduct money sufficient to meet your reasonable expenses of complying with the attendance notice is paid, or tendered to you, not later than a reasonable time before the day on which you would be required to attend before the court, commission, registrar or industrial magistrates court (see r 62 and r 117).
- you have the right to apply to the court, commission, registrar or industrial magistrates court to have the attendance notice set aside on any sufficient grounds including –
 - want of relevance; or
 - privilege; or
 - oppressiveness, including oppressiveness because substantial expenses may not be reimbursed; or
 - non-compliance with the *Industrial Relations (Tribunals) Rules 2011* (eg r 25 and r 117)
- if you object to the document or thing produced being inspected by a party to a proceeding you must when producing the document or thing, give the registrar written notice of the objection and the grounds of the objection.
- if a party to the proceeding, or a person having a sufficient interest in the document or thing, objects to the document or thing being inspected by another person, the party or person may give the registrar written notice of the objection and the grounds of the objection.
- if you are not a party to these proceedings, instead of attending before the court, commission, registrar or industrial magistrates court you or someone on your behalf may produce the documents and things described in the schedule to the registry for the court, commission, or registrar or industrial magistrates court from which the attendance notice was issued, not later than the day on which you are required to attend.

DEFINITION:

attendance notice means a notice in the approved form issued by the court, the commission, an Industrial Magistrates Court or the registrar requiring a person to attend at a stated time and place until excused, for 1 or more of the following—

- (a) to give evidence;
- (b) to produce a stated document or thing;
- (c) another purpose specified in the notice.

For further information please contact the Industrial Registry on 1300 592 987 or via email at qirc.registry@qirc.qld.gov.au

Applicant/Appellant:	

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Respondent:	

PLEASE NOTE: If there are more than two parties to this application, please complete a **Form 1 – Parties list** and file it with this form.

To	
Name:	
Address:	
You are called on to attend and produce this attendance notice and the documents and things described in the schedule	
Before the:	
At:	
Date:	/ /
Time:	
and until you are excused from further attending	

Issued at the request of

Name:	
Designation:	

OFFICE USE ONLY

Issued by: Member/Registrar	
Signed: Member/Registrar	
Date:	/ /

Schedule:

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