

How to: Get ready for and attend a case conference

Sample AAT
Documentation:
Listing Notice for a
case conference



Housing Hub

Sample AAT documentation - Listing notice for a case conference

This sample document is linked to in the Appealing NDIS Decisions resources series that is available on the Housing Hub website. This sample document relates to the following resource: How to: Get ready for and attend a case conference.

This sample resource is a visual reproduction of a typical example of these documents seen by the Housing Hub. It does not relate to any real person's case. Note that AAT processes and document formats may have changed since the date of last update specified below.

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The Housing Hub is an initiative of the Summer Foundation.

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Administrative
Appeals Tribunal

National Disability Insurance Scheme Division

Our Ref: 2023/0000
Your Ref:

Contact Officer: Officer A

1 July 2023

FirstName LastName
LAW FIRM ACT
GPO Box 000
CANBERRA ACT 2601

Dear Sir/Madam

APPLICANT: **FirstName LastName**
RESPONDENT: **National Disability Insurance Agency**

This application has been listed as shown below:

Conference by telephone

Date: Monday, 7 August 2023
Time: 2:15PM

What happens if you do not attend?

If you cannot attend at the time listed above, you should advise us as soon as possible. If an applicant or an applicant's representative fails to attend, the Tribunal may dismiss the application under section 42A(2) of the AAT Act.

Yours sincerely

Officer A
For the Registrar

Telephone: (02) 6243 4611
Email: canberra.registry@aat.gov.au