

CITEC Confirm Court eFiling



Save time and money

- ✓ No setup, software or licensing fees.
- ✓ Some search fees are fully claimable.
- ✓ Automatic calculation of fees, costs and interest to minimise data entry.
- ✓ Easy online lodgement – no waiting in line.
- ✓ Same-day processing for improved organisational efficiency.

Easy to use

- ✓ Full document tracking - easily monitor the progress of your electronically filed documents.
- ✓ Online assignment and return of court case numbers.
- ✓ Hold function to review all details before submitting to the court.
- ✓ Court or tribunal seal provided online for successful lodgements.
- ✓ Convenient 24x7 access to market-leading customer service and support.
- ✓ Training and interactive demonstrations to ensure your business obtains maximum benefit from using our services.
- ✓ Simple user administration and access control.
- ✓ Inbuilt validation and review feature to ensure upfront compliance with court requirements.
- ✓ Multiple, easy payment options.

Secure and reliable

- ✓ Fully certified to the ISO9001 quality management standard.
- ✓ Leading security software safeguards your information.

For more than 17 years, CITEC Confirm's innovative eFiling solutions have been delivering value to legal practitioners across Australia. We combine world class technology with 24x7 customer support to save you time and money.

CITEC Confirm is the trusted provider of eFiling solutions for the following courts:

- ✓ County Court of Victoria
- ✓ Magistrates' Court of Victoria
- ✓ Supreme Court of Victoria
- ✓ Queensland Magistrates Court
- ✓ Queensland Civil and Administrative Tribunal (QCAT).

Our legal solutions enable you to maximise profitability and efficiency by:

- ✓ eFiling documents and fees at any court location from the comfort of your desktop – no more waiting in line
- ✓ using our flexible billing options to improve cashflow
- ✓ reducing administrative overheads.

Our market leading service includes 24x7 customer support and access to a wide range of training tools and resources.



Queensland Magistrates Court and Queensland Civil and Administrative Tribunal (QCAT)

eFile Claims and Requests for Default Judgments at all Magistrates Courts across Queensland and Minor Civil Disputes through QCAT. Our eFiling service delivers the following benefits:

- ✓ fully claimable eFiling fees for Claims and Minor Civil Disputes
- ✓ no double entry – details are entered once and automatically reproduced throughout the lodgement process
- ✓ greater efficiency – eFiling results returned immediately, ready for serving
- ✓ an itemised fee summary
- ✓ faster processing – create profile templates for representatives, plaintiffs/applicants, servers, deponents and precedents, eliminating the need for repetitive data entry.

County Court of Victoria

eFile more than 90 initiating or additional civil documents and fees at any County Court of Victoria location including Subpoenas, Writs, Notices of Appearance and Setting Down for Trial Fees. Our eFiling service delivers the following benefits:

- ✓ online assignment and return of court case numbers
- ✓ complete lodgement tracking showing pending, filed or rejected status
- ✓ single data entry – solicitor's reference details are entered once and then reproduced throughout the system
- ✓ savings – eFiling fees are claimable under the scale of costs.

Magistrates' Court of Victoria

eFile documents and fees at court locations across Victoria including Complaints, Applications for Default Order, Warrants to Seize Property and Summons for Oral Examination. Our eFiling service delivers:

- ✓ reduced statutory filing fees for electronic lodgements
- ✓ automatic calculation of fees and interest amounts
- ✓ successful lodgements as PDF files that are stored online
- ✓ profile templates that can be created for plaintiffs, servers, witnesses and precedents to limit data entry and increase efficiency.

Supreme Court of Victoria

eFile more than 100 documents and fees including Writs, Defences, Affidavits, Applications for Default Judgement and Subpoenas. Our eFiling service delivers:

- ✓ online assignment of case numbers by the Supreme Court Registry
- ✓ single data entry – solicitor's reference details are entered once and then replicated throughout the system
- ✓ fast online notification – reasons for document rejection provided online by the court, allowing you to rectify and re-file immediately
- ✓ peace of mind – track all your eFiling details online.

For more information on how CITEC Confirm's court eFiling solutions can help your business, please contact:

1800 773 773
www.confirm.com.au



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