



Requesting an adjournment - Community

1. A request for an adjournment can only be made by the applicant, the person the application is about, a party (Guardian or Administrator) or a person whose rights or interests may be affected by a decision, such as a family member.
2. A request for an adjournment must identify the SACAT reference number and set out the reasons for the request.
3. The request must be made as soon as a person receives a notice of hearing and realises that they may have a problem in attending.
4. If you are not the applicant or the person the hearing is about, you must seek the applicant's views about an adjournment prior to making a request for an adjournment.
5. Work commitments are generally not accepted as a reason for non-attendance.
6. A copy of supporting documentation (e.g. medical certificate) **must be** submitted with the request for an adjournment.
7. If you are the applicant for an order and you request an adjournment but no explanation is provided to support the request then the matter will proceed.

If you do not attend, the matter may be dismissed for want of prosecution and the member can give consideration for an order for costs in accordance with section 57 (3) of the *South Australian Civil and Administrative Tribunal Act 2013*.
8. A request for an adjournment made less than two weeks before the hearing will most likely be declined unless an appropriate explanation can be provided.
9. A request for adjournment may be made at the hearing on the same grounds as a request made before a hearing. The Member conducting the hearing will make a determination about the request at the time of the hearing.
10. Any request will be considered by SACAT on its merits and in the context of the Tribunal's functions and objectives, but specific consideration will be given to the circumstances of the person who the application is about.
11. The applicant and the person are expected to attend the hearing as well as the proposed Guardian(s) and Administrator(s). If you cannot attend in person you may request to attend the hearing by video conference.

A person will generally be approved to participate by video conference if they are unwell and in hospital or are situated outside the greater metropolitan Adelaide and would have to travel for more than one hour to arrive at SACAT for the hearing.

Telephone attendance by the applicant or the person or the proposed guardian or administrator is only approved in exceptional circumstances; examples include sudden serious illness/hospitalisation (with medical evidence provided) or where a person is interstate or in prison.
12. It is important to note that if satisfied that appropriate notice of the hearing was provided, the Tribunal Member may proceed to hear and determine proceedings in the absence of a person.