

RESPONSE FORM INSTRUCTIONS

National Sports Tribunal

The National Sports Tribunal (NST) provides a cost-effective, efficient, transparent, and independent forum to resolve sporting disputes within Australia.

When to use this form

This form is to be used to respond to an application that another person or representative of a Sporting Body or organisation has lodged for a dispute to be resolved by the NST and should set out a brief statement of response and any jurisdictional objections. The response is to be provided to the NST within 7 days of receiving written notice of the application or, if a request for expedition has been made, by the date indicated by the NST. See section 23 of the [NST \(Practice & Procedure\) Determination 2021](#).

Lodging your response

1. **Complete** all parts of the Response Form (marking all relevant boxes with a cross or tick, or writing text).
2. **Submit** your Response Form by emailing it to submissions@nationalsportstribunal.gov.au. Unless it includes confidential information (see Support below), please cc all other Parties into the email.

Sharing this information

The information you include in this form may be provided to the other Parties to manage this dispute in accordance with our legislation (see also [Schedule 2](#) of the Response Form)

Support

If you or any other Party require support during the NST process (due to a medical condition, illness, injury, or disability), please complete [Schedule 1](#) of the Response Form.

The information you provide in [Schedule 1](#) will not be shared with the other Parties. There will also be further opportunities to advise the NST of your requirements for support throughout the process.

Assistance with completing the Response Form

NST Registry staff cannot provide legal advice, but can assist and give you information about:

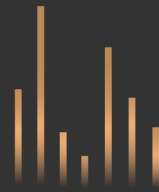
- NST processes and how to fill out this form
- where to find useful documents, including legislation
- other organisations that may be able to assist you

You can contact the NST Registry by phone on (02) 6289 3877 or by email at enquiries@nationalsportstribunal.gov.au

The NST website also contains information that may assist you: www.nationalsportstribunal.gov.au

What happens after you submit your Response Form?

1. We will **review your response** and the Case Manager assigned to the case will **contact you** to discuss your response (if required).
2. We will **arrange a Preliminary Conference** to discuss administrative and procedural issues.



Glossary of common terms

Authorised Representative – may generally be any person, so long as they are not conflicted

Dispute – A disagreement or argument between two or more Parties.

Lawyer – This is a person who is admitted to the legal profession by a Supreme Court of a State or Territory.

National Sporting Organisation (NSO) – an organisation recognized by Sport Australia (the Australian Sports Commission). More details available at https://www.sportaus.gov.au/australian_sports_directory

NST Act – the *National Sports Tribunal Act 2019*, under which the NST was established.

Party – in an application for the arbitration of a dispute, a person or body permitted by the NST Act to be a Party. In an application for mediation, conciliation or case appraisal, a person or Sporting Body permitted by the NST Act to be a participant (*NST (Practice and Procedure) Determination 2021*).

Person under a legal incapacity – means (*NST (Practice and Procedure) Determination 2021*)

(a) a minor; or

(b) a person with a mental (intellectual) disability.

Sporting Body – an NSO (see above) for a particular sport, or recognised by an international sports federation, or another organisation that has been specified in the NST Sporting Body Policy (<https://www.nationalsporttribunal.gov.au/resources/sporting-body-policy>)