

# APPLICATION FORM

## 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

Use this form to apply for the NST to resolve your dispute.

**ACTION:** If your matter is URGENT (eg. a selection dispute) please call NST on (02) 6289 3877.

## Where to get help with this form

### NST Registry staff & resources

NST Registry staff can assist and give you information about:

- NST processes
- how to make an application to the NST
- how to fill out forms
- where to find useful documents, including legislation
- other organisations that may be able to assist you

You can contact the NST Registry:

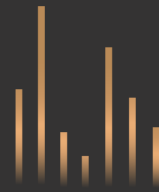
- by phone on (02) 6289 3877
- by email at [enquiries@nationalsporttribunal.gov.au](mailto:enquiries@nationalsporttribunal.gov.au)

The NST website [www.nationalsporttribunal.gov.au](http://www.nationalsporttribunal.gov.au) also contains information that may assist you.

NST Registry staff cannot provide legal advice.

## Sharing this information

The information you include in this form may be provided to other Parties to manage this dispute in accordance with our legislation. Please contact the NST Registry if you have any queries.



## Lodging your application

1. **Complete** this form (marking all relevant boxes with a cross or tick, or writing text).
2. If necessary, **get agreement** from all Parties – further details below.
3. **Submit** your application by emailing your form to [submissions@nationalsportstribunal.gov.au](mailto:submissions@nationalsportstribunal.gov.au)

**ACTION:** If your matter is URGENT (eg. a selection dispute) please call NST on (02) 6289 3877.

## What happens next

**ACTION:** the steps outlined below are a guide only. ALWAYS check the rules of your sport, follow any specific requirements, and be aware of any time limits that might apply.

1. We will **review your application** and assess if the NST can deal with your case.
2. The Case Manager assigned to the case will **contact you** to discuss your application and (if required) contact the other Parties.
3. We will **ask you to pay an application fee** and provide proof of payment to progress your application.

## Paying the Application Fee

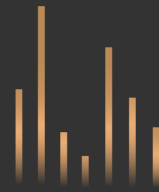
The application fee can be paid by one Party or shared between Parties, and is made after the application has been assessed (unless the matter is urgent). The rules of your sport may specify who pays the application fee.

DIVISION	APPLICATION FEE
General Division	\$500
Appeals Division	\$1500
Anti-Doping Division	No fee

NOTE: Additional fees to resolve your dispute may apply and will be discussed with you and the other Parties after your application has been validated.

**ACTION:** if you require your application to be URGENTLY validated, you will need to pay the application fee when submitting your form. Instructions are below:

1. Via direct deposit:
  - a) Bank State Branch: BSB 092 009 Bank Account: 114 071
  - b) Your reference number will be <NSTE21 + first three letters of surname + last four digits of phone number>
  - c) Take a screenshot from your account confirming payment and provide to NST Registry
2. Via credit card:
  - a) Credit card payments must be made over the phone on: (02) 6289 1095 from 9am-5pm AEST, Monday-Friday
  - b) When making payment you will need to quote your reference number. Your reference number will be <NSTE21 + first three letters of surname + last four digits of phone number>
  - c) Provide your receipt number to the NST Registry



## Financial hardship

If you or your organisation are experiencing financial hardship, you can apply for your application fee to be waived.

## More information about fees

To find out more about the costs involved in dispute resolution and how to apply to waive the fee, visit: <https://www.nationalsportstribunal.gov.au/dispute-resolution-services/cost-using-nst-services>.

## Privacy

The NST collects the information (including personal information) on this form for our records.

In general, personal information we collect and hold relating to a particular dispute will be disclosed to all Parties and their representatives.

For more information, see the full privacy policy here: <https://www.nationalsportstribunal.gov.au/using-our-website/privacy-policy>

## Glossary of common terms

**Binding / Non-Binding** – Binding decisions are legally enforceable, meaning you must accept the decision or go through a legal appeals process. A non-binding decision is not legally enforceable.

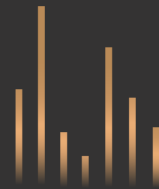
**Dispute** – A disagreement or argument between two or more Parties.

**Lawyer** – 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](https://www.sportaus.gov.au/australian_sports_directory)

**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.nationalsportstribunal.gov.au/resources/sporting-body-policy>)

**Tribunal Member** – a Tribunal Member is an impartial third party who conducts arbitrations, case appraisals and resolutions by agreement. The NST Tribunal Members include top sport administrators, legal and medical professionals working in sport, and former athletes.



# Party 1 (You) to complete

## 1. Your details

I am:

- An athlete
- A member of a sporting association (eg. a coach, club official)
- Representing a sporting body (eg. CEO, President)
- Other: (please provide details)

Name:

Contact Email:

Contact Phone:

Sport:

Sporting body:

Club/Association (if relevant):

### Are you represented by a lawyer or by another person?

- Yes (please provide details)
- No
- Not yet decided

*If you are represented, please provide contact details for your representative.*

Name:

Contact Email:

Contact Phone:

### Are you under the age of 18?

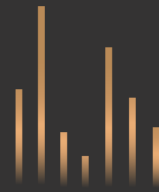
- Yes (please provide details)
- No

*If you are under the age of 18, please provide contact details for your legal or other representative (you must be represented to access NST services)*

Name:

Contact Email:

Contact Phone:



## Do you have a medical condition, illness, injury or disability which may mean you require additional support to participate in dispute resolution processes?

- Yes
- No
- Prefer not to disclose

If yes, please provide a brief description of the nature of your support requirements:

Would you like to discuss your support needs with someone from the NST?

- Yes
- No

## 2. Who else is involved in this dispute?

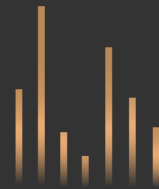
If you are an **athlete or a member of a sporting association**, please list as Parties:

- The sporting body (NSO)
- Any other individuals (such as another athlete) or organisations (e.g. State Sporting Organisation or club or association) involved in this dispute

If you are **representing a sporting body**, please list as Parties:

- All athletes and other individuals or organisations involved in this dispute

**NOTE:** If you have not contacted others involved in this dispute, the NST will seek your permission to contact them in order to process your application. If you do not have the contact details of others involved in your dispute, please provide the appropriate contact person within your sporting body who may be able to assist.



## Party 2

Contact name:

Type of Party:

An athlete

A member of a sporting association (eg. a coach, club official)

Representing a sporting body (eg. CEO, President)

Other: (please provide details)

Contact Email (if known):

Contact Number (if known):

Sporting body (if relevant):

Club/Association (if relevant):

## Party 3 (if required)

Contact name:

Type of Party:

An athlete

A member of a member of a sporting association (eg. a coach, club official)

Representing a sporting body (eg. CEO, President)

Other: (please provide details)

Contact Email (if known):

Contact Number (if known):

Sporting Body (if relevant):

Club / Association (if relevant):

## Party 4 (if required)

Contact name:

Type of Party:

An athlete

A member of a member of a sporting association (eg. a coach, club official)

Representing a sporting body (eg. CEO, President)

Other: (please provide details)

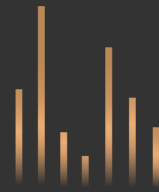
Contact Email (if known):

Contact Number (if known):

Sporting Body (if relevant):

Club / Association (if relevant):

**NOTE:** if there are more than 4 Parties involved please provide details in an attachment to this form.



### 3. What is the dispute about?

#### Select all that apply

Eligibility  
Selection  
Bullying  
Harassment  
Discrimination

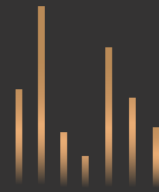
Anti-doping  
Disciplinary  
Appeal  
Other/Unsure (please explain further):

### 4. Please provide a brief description of the dispute

Please include:

1. What has happened (include information about any incidents, relevant dates, decisions made, investigations undertaken, penalties applied etc.)?
2. What steps have already been taken to resolve the dispute (if any)?
3. What reasons do you have for making this application? If possible to provide, reasons should include reference to a section of your sporting body's policies and procedures. You can also provide documents if this assists in explaining the situation.
4. If you know, what policies of your sport apply?

**ACTION:** Only brief responses are required at this stage, so that we have a basic understanding of the dispute. You will have other opportunities to provide more detailed submissions, documents and other evidence at a later date.



### *Anti-doping disputes*

If this is an anti-doping dispute, please provide a copy of the infraction notice you have received.

### *Appeals*

If this is an appeal from a decision made by a sport or a tribunal, please provide a dated copy of the decision (if available) or details of the decision, including the body that made the original decision.

## 5. What outcome are you seeking?

Please provide a brief description of the outcome you are hoping for at the end of the process.

**NOTE:** this information helps understand the dispute better, but will not limit or guarantee any outcomes from the Tribunal.

## 6. Dispute resolution options

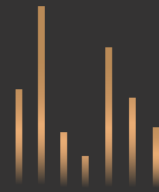
The NST offers three main forms of dispute resolution: resolution by agreed settlement, resolution through binding decision and case appraisal.

**Resolution by agreed settlement (Mediation and Conciliation)** – The NST Member will help to negotiate a mutually acceptable agreement to resolve the dispute. If the dispute is successfully resolved, the 'settlement agreement' is a contract between you and the other Party, and will be enforceable.

**Resolution through binding decision (Arbitration)** – The NST Member will read and listen to arguments and evidence from the Parties and make a decision that is binding and enforceable.

**Case appraisal** – The NST Member will read and listen to arguments and evidence, and provide a non-binding opinion on the facts, the likely outcomes, and sometimes provide advice about next steps.





## Which form of dispute resolution are you interested in?

Please select the form of dispute resolution you would like. If you are not sure, you can select more than one that interests you.

- Mediation or Conciliation – resolution by agreed settlement
- Arbitration – resolution through binding decision
- Case appraisal – an expert opinion
- Unsure

The NST will discuss the option(s) you have selected with all Parties to ensure it is an appropriate way to resolve your dispute.

**NOTE:** Anti-doping and appeals from a decision of a sporting body tribunal or the NST can only be resolved through arbitration.

## 7. When do you need your case resolved by?

Do you have a specific date that you need your case resolved by?

- Yes
- No

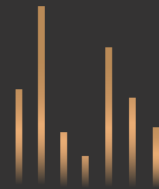
If yes, please provide the date and a reason why you need the case resolved by this date.

## 8. Have you discussed your application to the NST with your sporting body?

- Yes
- No (see question below)

Do you want the NST to contact your sporting body about this application on your behalf? The NST can provide the application to your sporting body and explain to them how the process will work.

- Yes
- No



## 9. Do the rules of your sporting body recognise the NST to deal with this kind of dispute?

Yes (please indicate the policy)

No

**ACTION:** If the NST is not recognised in your sporting body rules it is necessary for all Parties to agree to bring the matter to the NST. This can be done via email.

Unsure

If you are unsure, please refer to your sporting body's rules (eg. code of conduct or other policies).

## 10. Declaration

I hereby declare that the information I have provided on this form is correct to the best of my knowledge and that I agree to the dispute being heard by the National Sports Tribunal.

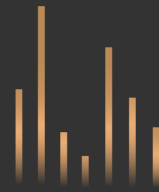
I understand that if I provide information that I know to be incorrect which I later seek to rely on, the outcome of my application may be affected.

I accept that the information provided may be used by the NST for the purposes outlined in the National Sports Tribunal Privacy Policy.

Name:

Date:

Signed:



## Collection Notice

### What do we do with the information you give to us?

We collect personal information to process applications and resolve disputes under the National Sports Tribunal Act 2019 (NST Act). If you do not provide all requested information, we may be unable to progress the application.

We may collect information about you from another Party to the dispute, or as required by or under the NST Act or another Australian law. We may give a copy of this form or any other information you provide as part of the dispute to another Party or person or body permitted to participate in the dispute.

Proceedings before the NST will generally be held in private. Confidentiality and non-publication orders can also be sought.

Details about your dispute may be published in a daily list of matters on our website. After an arbitration, the NST will publish a case summary. Where feasible, a case summary will not contain information that would identify the Parties, or that could reasonably identify the Parties.

Only some decisions will be published:

- Anti-doping matters: if it finds that an anti-doping rule violation has been committed.
- Non-Anti-doping matters: with the Parties' consent or where the determination has significant precedential value.

We will only send your personal information overseas if a Party (including an international sporting federation), representative or witness is located outside Australia.

Your data may be used to improve NST services. This includes use for continuous improvement purposes, and conduct of formal service evaluation. To fulfil this purpose, we may disclose data about you, the services you receive from the NST, and the matter, dispute or case you are involved in to third party organisations who are contracted to support our improvement and evaluation activities. Data disclosed in this way will be used only for the purpose of continuous improvement or evaluation and for no other purpose.

You can opt out of contribution to the evaluation by emailing [enquiries@nationalsportstribunal.gov.au](mailto:enquiries@nationalsportstribunal.gov.au). Choosing not to contribute your data will not have any impact on the services you receive from the NST.

Further details about the way we handle your information, including how you can access the information we hold about you or make a complaint, is available in our Privacy Policy, available on our website [www.nationalsportstribunal.gov.au](http://www.nationalsportstribunal.gov.au).