



INITIAL STATEMENT OF ASSETS AND LIABILITIES (FORM 1)

HELD AS AT THE DAY OF THE SOUTH AUSTRALIAN CIVIL AND ADMINISTRATIVE
TRIBUNAL HEARING
DATED *

PROTECTED ESTATE OF *
PT FILE NO: *

*Please note the amounts to be entered are the protected persons share only

ASSETS

- | | |
|---|-----------------|
| 1. TOTAL OF BANK ACCOUNTS | \$ |
| (Show balances as at date of your appointment) | |
| • _____ \$ | |
| • _____ \$ | |
| 2. SHARES | \$ |
| • _____ | |
| 3. REAL ESTATE (Capital value from Council Rates) | \$ |
| 4. MOTOR VEHICLES/TRAILERS/BOATS ETC. | \$ |
| 5. TERM DEPOSITS (List details) | |
| • _____ | \$ |
| • _____ | \$ |
| 6. OTHER INVESTMENTS | \$ |
| • _____ | |
| 7. OTHER ASSETS | \$ |
| • _____ | \$ _____ |
| TOTAL ASSETS | \$ _____ |

LIABILITIES

- | | |
|--------------------------|-----------------|
| 1. MORTGAGES | \$ |
| 2. LOANS | \$ |
| 3. CREDIT CARDS | \$ |
| 4. OTHER DEBTS OWED | \$ |
| TOTAL LIABILITIES | \$ _____ |
| NET ESTATE | \$ _____ |

(PLEASE INCLUDE COPIES OF DOCUMENTATION FOR ALL ASSETS AND LIABILITIES)

DECLARED AT

THIS _____ DAY OF

BEFORE ME _____

**JUSTICE OF PEACE
OR A COMMISSIONER for taking
Affidavits in the Supreme Court**

ADMINISTRATOR

GUIDE TO COMPLETING THE INITIAL STATEMENT OF ASSETS AND LIABILITIES
FORM AS AT THE DATE OF APPOINTMENT

1. **TOTAL OF BANK ACCOUNTS** – is equal to all balances held in the bank accounts by the Administrator or the protected person
2. **BANK ACCOUNTS** – List bank(s) and branch address and all account numbers, attach copies of bank books or bank statements covering the commencement date
3. **SHARES** – List all shares held and attach copies of certificates or CHES statements from share broker
4. **REAL ESTATE** – full address details and a copy of the Council rates showing Council Valuation, volume and folio number (as shown on the rates notice)
 - A copy of the house and insurance policy for the year
 - If the protected person does not have insurance please arrange this as soon as possible and provide a copy of the cover note and policy
5. **MOTOR VEHICLES** – state registration number, model and make of vehicle and current market value, together with a copy of the registration papers
6. **TERM DEPOSITS** – list all deposits held and attach copies of the statements showing balance at the end of the period
7. **OTHER INVESTMENTS** – provide details and attach copies
8. **OTHER ASSETS** – provide details and attach copies
9. **MORTGAGES** – provide a copy of all loan account statements showing loan details outstanding
10. **LOANS** – provide details of all loans and statements showing balances outstanding
11. **CREDIT CARDS** – provide details of all outstanding balances
12. **CENTRELINK** – provide a Centrelink income and asset statement