

Legal Aid Application - Supporting Materials

Documents that we will need from you before your next court date

- ☐ Your most recent Centrelink income statement PDF format
- ☐ Bank statements from the last 3 months (all bank accounts that you have access to) PDF format
- ☐ If you are currently employed, we will need you to provide us with the last 3 Payslips PDF format
- ☐ If you have a partner, they must send the same documents listed above



**How to find Centerlink
Income Statement
(with images) - Click
HERE**

1

Get Started

Sign in to myGov and select Centrelink.

From your home page, select Menu.

Select Documents and appointments, then Documents and Request a document.

2

Request a document

Select the **document type** you need from the dropdown menu.

Request an **Income statement**.

(Please note that a Centrelink statement is different to an income statement).
If you have a partner, select Who are you requesting a document for, then Next.

Select “**What date would you like to request this income statement for**”. It will default to today’s date. Then select **Next**.

Then select Submit.

3

View Requested Document

To view the document, select the **Income statement link**.

The document will open in a separate window.

Select the **download** icon to download and save a copy of the document.

4

SEND TO MTL

Email the income statement to our office: admin@murraytorcetti.com.au

If you have any issues with obtaining the correct document, you are able to go to centrelink and ask them for a copy of your 'most recent centrelink income statement'.

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Finding your bank statements

Our office will require bank statements from the last 3 months, please ensure you send the correct dates.

Please find some helpful links to help you obtain your bank statements. If you are unable to do so online, you are able to go to your bank and ask for a copy of your bank statements from the last 3 months.

Commonwealth: <https://www.commbank.com.au/support.digital-banking.online-statements.html>

ANZ: <https://www.anz.com.au/support/statements/>

Westpac: <https://www.westpac.com.au/personal-banking/bank-accounts/manage/frequently-asked-questions/>

NAB: <https://www.nab.com.au/personal/online-banking/tax-time-tools>