

Information for Witnesses attending Magistrate's, Children's or Coroner's Court in Queensland.

1. Loss of Income

Witnesses giving evidence who have suffered a loss of income for the purpose of attendance at court may be entitled to reimbursement.

For each **working** day:

- an absence of less than four hours of necessary absence from the workplace - \$49.50
- an absence of more than four hours of necessary absence from the workplace- \$105.00.

2. Travelling Allowance

A travel allowance may be paid to a witness attending court on behalf of the Crown:

The amount actually paid for fares in travelling to and from court using public transport, – i.e. train, bus or ferry. Receipts must be supplied for fares over \$15.00.

Taxis are **not** considered public transport. Reimbursement for taxis will be in emergent circumstances or airport travel only. Receipts **must** be supplied for reimbursement.

An allowance may be paid for travel in a private vehicle if public transport **is not** available. If public transport is available the equivalent fare will be paid.

A witness is not entitled to the payment of a travelling allowance if no expense is incurred.

The Queensland Police Service will organise all medium to long distance travel for a witness.

3. Accommodation and Meal Allowance

When overnight accommodation is **necessary** it will be arranged by the police officer in charge of the matter and paid by the Queensland Police Service. A meal allowance may be claimed on completion of court. The meal allowance still applies if private accommodation is utilised.

4. Additional Information

If the witness arrives or leaves their home or workplace earlier than they are required for court, or returns to their home or workplace later than they were required from court, for reasons other than attending court, they will not be paid any allowances for the extra time.

If the witness travels or shares accommodation with the defendant no allowances will be payable for travel or accommodation.

Further information can be obtained by contacting the police officer in charge of this matter:

Police officer:..... Phone number: