# Letter to court

Melbourne Registry

Federal Circuit and Family Court of Australia

Commonwealth Law Courts Building

305 William St, Melbourne VIC 3001

By email only: [melbourne.filing@fcfcoa.gov.au](mailto:melbourne.filing@fcfcoa.gov.au)

Or:

Dandenong Registry

Federal Circuit and Family Court of Australia

Commonwealth Law Courts Building

53–55 Robinson St, Dandenong VIC 3175

By email only: [dandenong.filing@fcfcoa.gov.au](mailto:dandenong.filing@fcfcoa.gov.au)

Dear Registry,

**APPLICATION FOR URGENT AIRPORT WATCH LIST ORDER – [your name]**

I have today filed on the portal:

* Initiating Application
* Affidavit
* Notice of Child Abuse, Family Violence and Risk
* Genuine Steps Certificate, and
* Fee exemption Form (only if you’re eligible. If not, then delete).

I request that the Application for an Airport Watch List Order be heard **urgently** on an **ex-parte basis**.

**Reasons for Urgency**

1. The child is [number of years] years of age.
2. The child has lived primarily in the Applicant’s care since birth.
3. [summarise the reasons for urgency highlighted in the supporting affidavit]

Noting the above reasons, I request to have this application listed urgently and that the Court abridge this matter.

Yours faithfully,