










VOCAT Checklist

When filling out the [Statement of Claim Form](#), include receipts for what you've already paid for and quotes for items you'll need in the future. Examples are listed below.

If you want to claim:	You will need to provide :
 Special financial assistance	<input type="checkbox"/> Any evidence that shows that the act of violence affected your health, wellbeing, finances or employment
 Medical expenses	<input type="checkbox"/> A letter from a doctor about the treatment you need or have needed and why <input type="checkbox"/> Receipts or quotes for medical treatment, medication or medical devices
 Loss of earnings	<input type="checkbox"/> A completed Loss of Earnings Claim Form <input type="checkbox"/> A written document which details the number of days/weeks you've been unable to work as a result of the violence, why you couldn't work, and how much money you lost because you couldn't work (the amount must be the "gross" amount – before tax is taken out) <input type="checkbox"/> Any medical report or certificates that can prove you could not work <input type="checkbox"/> Documents confirming if you have received payments from WorkCover, Transport Accident Commission, Centrelink, or any other types of Government payments received due to the crime <input type="checkbox"/> Tax return document from before the act of violence occurred
 Counselling expenses	<input type="checkbox"/> Completed Application for Counselling Form <input type="checkbox"/> A relevant Counsellor's Report <input type="checkbox"/> Counselling and Report Fee Invoice
 Safety-related expenses	<input type="checkbox"/> Receipts or quotes that confirm items such as locksmith or security cameras <input type="checkbox"/> Relocation rental expenses due to the act of violence
 Clothing worn at time of act of violence	<input type="checkbox"/> Invoice, receipt or quote that confirms what the destroyed or damaged clothing cost OR <input type="checkbox"/> A statutory declaration detailing what clothing was destroyed or damaged and an estimated cost
 Other expenses to assist recovery	<input type="checkbox"/> Receipts or quotes that confirm any other expenses you've claimed or would like to claim in the future. This can be anything significant that has helped you to move on from the violent act and establish your independence and wellbeing
 Other	

Other documents

 Court documents	<input type="checkbox"/> Police Statement, Intervention Order (Interim and Final) <input type="checkbox"/> Application and Summons for IVO proceedings <input type="checkbox"/> Other legal documents relevant to the violence that has occurred
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The material in this publication is a general guide only. It is not legal advice. Please seek legal advice about your specific situation.