

# Trespass notice (xiv)

## Warning Under The Trespass Act 1980 Sections 4(1) or 4(2) and Section 4(4)

To: .....  
[Name of person being warned]

.....  
[Address of person being warned]

In accordance with the above Act and Section you are hereby warned to stay off the place known as:  
.....  
[Address of location which Person is banned from]

**It is an offence punishable by a fine not exceeding \$1,000.00 or imprisonment not exceeding 3 months to enter the above address within 2 years from the date you receive this warning.**

The occupier of the above address is:  
.....  
[Full name of Occupier]

This warning is given by the occupier/person\* authorised by the occupier of the above address:  
.....  
[Signature of Occupier or Person authorised by the Occupier]

.....  
[Print Full Name of Occupier or Person authorised by the Occupier]

.....  
[Date that this notice takes effect]

\* Cross out the words that do not apply.

# Details of service of trespass notice (xiv)

[Read INSTRUCTIONS below and then complete service details immediately service is effected. If the person who served the notice is not the occupier but an agent of the occupier – the full name and address of the person who served the notice is also required.]

## THIS NOTICE (photocopy attached) was served:

On: .....  
[Name of person being served]

on the ..... day of ....., 20 ..... at ..... am/pm

at .....  
[Place where service was effected]

by .....  
[Full Name of Person effecting service]

I served the Trespass Notice personally:

on .....  
[Name of Person served]

by \*handing it to them / \*dropping it at their feet when they refused to accept service of the notice.  
They acknowledged\* / did not acknowledge\* that they are the person named in the notice. They are / are not\* personally known to me.

I believe their \*date of birth is ..... / \*approximate age is ..... years.

.....  
[Occupier's full name]

Occupier's address and phone number:.....

More relevant details: .....

.....  
[For example, "Issued because of alleged disorderly behaviours" or "Issued because of alleged theft". Record here the authorisation if the person who served the notice was a person authorised by the occupier and not the occupier, and attach a copy of the authorisation to this form, if applicable.]

Signed .....  
[Signature of person who served the Trespass Notice] of this form

.....  
Date of completion  
.....  
[Full name and address of Person signing Notice]

Instructions – Photocopy completed Trespass Notice before serving on the person warned off. Be clear who the occupier is – company, person, partnership etc. Complete this form (DETAILS OF SERVICE OF TRESPASS NOTICE) after service and attach it to the photocopy of the completed TRESPASS NOTICE. Retain for possible court proceedings.

\* Cross out the words that do not apply.