



مجلس التحكيم العائلي الإسلامي

Council of Islamic Family Arbitration & Mediation

**(CiFAM)**

## Application for Mediation/Reconciliation, Arbitration or Islamic Divorce

Please complete this application and send to;

CiFAM - P.O.Box 137- Coburg-VIC 3058

Email: [admin@boiv.org.au](mailto:admin@boiv.org.au)

## Check List

Use the checklist to make sure you have done everything you need to do.

Tick if completed



- |                          |     |  |
|--------------------------|-----|--|
| <input type="checkbox"/> | 1.  | You have answered all the questions.   |
| <input type="checkbox"/> | 2.  | You have provided the correct mailing addresses and contact numbers.   |
| <input type="checkbox"/> | 3.  | You have provided a copy of your marriage certificate (Islamic Marriage).  |
| <input type="checkbox"/> | 4.  | If your marriage certificate is not in Arabic or English then an N.A.A.T.I approved translation of the original document is required in English or Arabic. |
| <input type="checkbox"/> | 5.  | You have attached an explanation of your reason for submitting this application.   |
| <input type="checkbox"/> | 6.  | You have provided a copy of your civil divorce application (If any)  |
| <input type="checkbox"/> | 7.  | You have provided a copy of your civil divorce certificate (If any)  |
| <input type="checkbox"/> | 8.  | You have provided personal identification (e.g., Drivers license, passport, etc...).   |
| <input type="checkbox"/> | 9.  | You have signed your statutory declaration in front of an authorised person.   |
| <input type="checkbox"/> | 10. | You have provided a copy of the restraining order (If any)   |

### You can expect us to:

- Contact you to confirm an appointment date and time as soon as possible.
- Undertake checks, as required, to confirm that the information and documents you have provided are truthful and accurate.
- Finalise your application as quickly as possible and in accordance with Islamic law (*Shariah*)
- Explain our decisions to you and provide a written document . (Eg. Certificate of Islamic Divorce)

### We expect you to:

- Provide any documents or information we request within the specified time or tell us immediately if this is not possible
- Quote your full name when you contact us or send us documents to the address above.
- Make sure we are able to contact you. You should tell us if you change address or phone number.
- Let us know if you cannot come to an appointment we have made with you.
- Keep your contact with us to a minimum, to allow processing of your own and other applications to proceed as quickly as possible.



# Council of Islamic Family Arbitration & Mediation Inc.

(Inc. No. A0060341D)

Office Address: No.945- Sydney Road- Coburg North – VIC 3058

Email: [admin@boiv.org.au](mailto:admin@boiv.org.au) - Web: [www.boiv.org.au](http://www.boiv.org.au)

Your application is for; Arbitration  Reconciliation & Mediation  Islamic Divorce

Application by ; Husband  Wife  Both

Applicant's Details		Details of the Spouse	
1. Surname			
2. Given Name			
3. Date & Country of Birth (if born overseas)			
4. Date and place of Islamic Marriage.	Date: ..... Place: ..... (Please provide copy of the Is.marriage Certificate)	4(i) Is your marriage registered in Australia or Overseas? (If yes, please provide copy of the registration)	Yes / No Country Name?
5. What is the marriage dower – (Mahr) agreed upon at the time of Nikah	Total : ..... Paid Immediately : ..... Deferred : .....		
6. Have you been living separately?	Yes <input type="checkbox"/> No <input type="checkbox"/> (If Yes, Date of Separation:.....)	6.a. Any Intervention Order?	Yes <input type="checkbox"/> No <input type="checkbox"/> (Please attach a copy)
7. Number & age of Children from this marriage?	Boy(s): Age(s)	Girl(s): Age(s):	
8. Have you applied for 'Civil divorce' at Australian Federal Court? - Yes <input type="checkbox"/> No <input type="checkbox"/> (If yes, please attach the copies of the application and Certificate of Civil Divorce).			
9. Postal address.			
10. Phone. (H)			
11. Mobile.			
12. Email.			
13. Occupation.			
14. What	English – Arabic – Turkish- Somali	English – Arabic – Turkish- Somali	

language (s) do you speak?	Other (Pls. Specify) :	Other (Pls. Specify) :
15. Do you need an interpreter ?	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
16. What is your Residential Status.	<b>Australian Citizen – Permanent Resident, Spouse Visa Holder - (If other, Pls specify)</b>	<b>Australian Citizen – Permanent Resident, Spouse Visa Holder - (If other, Pls specify) :</b>
17. Have you been married previously?	No <input type="checkbox"/> Yes <input type="checkbox"/> Once - Twice	15.a. Number of children from previous marriage(s)?
18. How was the previous marriage ended? (eg: Death/ Divorce)	..... .....	
19. Do you have any children from previous marriage (s)?	Yes / NO Boys: ..... Age(s) ..... Girls: ..... Age (s) .....	
20. Do you have child visitation & custody arrangements?	Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please give details;	
21. Have you participated in any counselling? (If yes, please give details)	Yes <input type="checkbox"/> No <input type="checkbox"/> ..... .....	
22. Do you think that there is a possibility to reconcile with your spouse? If no, please give reasons.		

Declaration	I declare that the above information is true to the best of knowledge	I declare that the above information is true to the best of knowledge
Signature & Date		

For office use: Date received : ..... Comments: .....



Commonwealth of Australia  
STATUTORY DECLARATION  
*Statutory Declarations Act 1959*

1 *Insert the name, address and occupation of person making the declaration*

I ..... of .....  
(Name) (Address)  
..... VIC .....

2 *Set out matter declared to in numbered paragraphs*

make the following solemn declaration under the *Statutory Declarations Act 1959*:

1. I truly and sincerely declare that I am a married person according to Islamic rites and seeking to resolve matrimonial disputes between me and my spouse in accordance with the provisions of Islamic law (*Shariah*).
2. I declare that I have appointed the Council of Islamic Family Arbitration and Mediation (CIFAM) on my own free will to mediate or arbitrate and resolve the marital conflicts existing between me and my spouse in accordance with the provisions of the *Shariah* whether it be the case of reconciliation (*Sulh*) or divorce by *Talaq*, *Khulu'*, *Tafreeq* or *Fasakh* (dissolution of Islamic marriage or annulment).
3. I solemnly and sincerely declare that I will co-operate fully with the Council of Islamic Family Arbitration and Mediation in its efforts to mediate or arbitrate between me and my spouse and abide by its decision.
4. I acknowledge that I have read the above statement or had it read to me, explained and understood by me.

I understand that a person who intentionally makes a false statement in a statutory declaration is guilty of an offence under section 11 of the *Statutory Declarations Act 1959*, and I believe that the statements in this declaration are true in every particular.

3 *Signature of person making the declaration*

3 .....

4 *Place*  
5 *Day*  
6 *Month and year*

Declared at 4 ..... on 5 ..... day of 6 ..... 20 .....

Before me,

7 *Signature of person before whom the declaration is made (see over)*

7.....

8 *Full name, qualification and address of person before whom the declaration is made (in printed letters)*

8.....

*Note 1* A person who intentionally makes a false statement in a statutory declaration is guilty of an offence, the punishment for which is imprisonment for a term of 4 years — see section 11 of the *Statutory Declarations Act 1959*.

*Note 2* Chapter 2 of the *Criminal Code* applies to all offences against the *Statutory Declarations Act 1959* — see section 5A of the *Statutory Declarations Act 1959*.