

Filing Instructions

PLEASE FILE IMMEDIATELY!

UPDATE 61

NOVEMBER 2023

SCALES COMMUNITY LEGAL CENTRE'S LAWYERS PRACTICE MANUAL WESTERN AUSTRALIA

Before filing this update please ensure that Update 60 has been filed – check behind the tabcard Filing Instructions/Summaries at the end of the Volume 2.

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Filing Instructions

1. Check the currency of your Service

Ensure Update 60 has been filed.

2. File your updating pages

To file this update, you will need to refer to the following table.

In your binder, navigate to the Tabcard noted in the Find Tabcard column. Remove the pages listed in the Discard old pages column, then replace the discarded pages with the newly issued pages as listed in the Insert new pages column. Ensure that you follow one Filing Instruction row at a time.

Find Tabcard	Discard old pages	Insert new pages
VOLUME 1		
Title Card	Title page – xvi	Title page – xvi
USER'S GUIDE	101 – 110	101 – 110
CONTENTS, TABLES	201 – 252	201 – 252
CURRENCY OF CHAPTERS	3501 – 3504	3501 - 3504
VOLUME 2		
Half title Card	600-1 - 600-4	600-1 - 600-4
ADMINISTRATIVE AND SOCIAL SECURITY LAW	601-51 – 601-1172	601-51 – 601-1122

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