

# Need the services of a Justice of the Peace?

## Duties of a Justice of the Peace

Council has a number of Justices of the Peace (JP) on staff who offer the following services:

- Administering oath declarations or affidavits, and taking statutory declarations and affirmations principally under the Oaths Act 1900
- Witnessing signatures
- Attesting and certifying documents
- Information on becoming a Justice of the Peace
- Information on the NSW Justices Association.

This service is free of charge.

JP's are available at:

### Warringah Council

Customer Service Centre  
Civic Centre  
725 Pittwater Road  
(entry off Civic Drive)  
Dee Why NSW 2099

Monday to Friday  
9am to 12 noon and 2pm to 4.30pm

If more than ten documents need to be certified or verified, prior arrangements should be made by phoning 9942 2111.



## JP's can also be found at:

### Warringah Mall Library

Shop 650, 2nd floor  
145 Old Pittwater Road  
Brookvale NSW 2100  
Phone: 02 9942 7999  
Saturdays: 10am to 12 noon

### Manly Library

Market Place  
Manly NSW 2095  
Phone: 02 9976 1720  
Monday to Friday: by appointment only

### Dee Why Library

725 Pittwater Road  
Dee Why NSW 2099  
Phone: 02 9942 2449  
Fridays: 6pm to 8pm

### Manly Court

Court House, 2 Belgrave St  
Manly NSW 2095  
Phone: 02 9934 4500  
Monday and Tuesday: 10am to 12 noon

## Community JP's

Community JP's can be located by accessing the Attorney General's Department website at: [lawlink.nsw.gov.au](http://lawlink.nsw.gov.au)

You can search for a Justice of the Peace in your area by entering your postcode. This website also contains information on becoming a Justice of the Peace and the duties and functions of Justices of the Peace.

Information on the NSW Justices Association may be obtained from the Northern Beaches Branch by phoning 9997 6429.

