

9 May 2019

Browne & Daye Lawyers

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Dear Lisa Zhang

**Application for Unfair Dismissal Remedy**

**Title:** Zhang v General Things Pty Ltd

**Fair Work Commission File Number:** UD2019-123

The Fair Work Commission (the Commission) received an unfair dismissal application from you on 6 May 2019 seeking an order for a remedy in relation to the termination of your employment by General Things Pty Ltd.

A **conciliation** on your application will be held on 23 May 2019 (see attached Notice of Listing). The conciliation may take up to two hours.

The conciliation will be conducted by a Commission conciliator and involve you and General Things Pty Ltd.

The aim of the conciliation is to assist you and General Things Pty Ltdto reach a mutually agreed resolution of your application. Such resolution will avoid legal proceedings on your application. You should, therefore, take part in the conciliation.

To assist you in preparing for conciliation, please find attached a:

1. Notice of Listing regarding the conciliation; and
2. Copy of the unfair dismissal application.

You can find more information about the Unfair Dismissal process, including guides relating to the key stages of the process at the Commission’s website: <https://www.fwc.gov.au/termination-of-employment>.

Applicants may find the following guide helpful in preparing for conciliation:

* [Guide 6 - Preparing for a conciliation](https://www.fwc.gov.au/documents/factsheets/Guide_6_PreparingforConciliation.pdf)

Should you have trouble accessing any of these guides, or you do not have access to the internet, you may contact the Commission on 03 9526 1425 and request a copy be posted to you.

If at any time you and General Things Pty Ltdresolve your application or you decide to discontinue your application, you must advise the Commission. A blank Form F50 Notice of Discontinuance can be downloaded from the forms page of the Commission’s website (<https://www.fwc.gov.au/resources/forms>) for this purpose. Alternately, you can advise the Commission of your decision to discontinue your application verbally by telephone or by sending an email, fax or letter.

If you have any queries about this matter, please contact Client Services Team on 03 5842 5156 or go to the Commission website at [www.fwc.gov.au](http://www.fwc.gov.au). If you have any complaints or other feedback, please address these to the Director, Client Services Branch, Fair Work Commission.

Yours sincerely

Fair Work Commission