



OFFICE OF THE CHIEF JUSTICE
REPUBLIC OF SOUTH AFRICA

Office of the Registrar of the High Court of South Africa, Gauteng Division,
Pretoria

Private Bag X67, Pretoria, 0001

Tel No: (012) 492 6877

DIRECTIVES FOR UNOPPOSED MOTIONS FOR THE WEEK
COMMENCING 27 & 29 NOVEMBER 2023
(& 1 DECEMBER 2023)
BEFORE MADAM JUSTICE MOOSA AJ

1. Applications will be heard in **open court**, unless disposed of timeously in terms of paragraph 2.
2. In the event that an application will not be proceeding please endeavour to notify the Registrar by e-mailing the relevant notice to ERikhotso@judiciary.org.za by 16h00pm on the day preceding the hearing. Provided this is done, counsel do not have to appear.
3. Draft orders:
 - (a) The preamble to the court order must read as follows:

“Having heard counsel for the applicant/parties and having read the documents filed of record the following order is made (or it is ordered that):

 1.
 2.”
 - (b) The court order must not include a paragraph “Further and/or alternative relief”.

- (c) Costs, if any, must be made subject to the discretion of the Taxing Master.
 - (d) Please be mindful of syntax.
 - (e) The following information must appear on all draft orders:
 - (i) Date;
 - (ii) Judge's name, Moosa AJ;
 - (iii) Mode of hearing (i.e., open court);
 - (iv) The name and contact details of counsel and the instructing attorney/ attorneys.
 - (f) Court orders must be conspicuously marked with the letter "X" in large font (or manuscript) in the top right-hand corner.
4. All court orders must be uploaded onto CaseLines in word format and copies must be available for handing up for signature by the Judge.
 5. Save for draft orders, no other documents may be uploaded onto CaseLines after the roll has closed.
 6. Introductions will be done in open court; Practitioners need not come to chambers.
 7. Practitioners are urged, prior to moving an application, to consider notes, if any, annotated by the Judge on Case Lines.

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