



**THE HONOURABLE JUSTICE COLLIS J**  
**HIGHCOURT GAUTENG DIVISION PRETORIA**  
**HIGH COURT BUILDING, 5<sup>TH</sup> FLOOR, CHAMBERS 5.8**  
C/OPPAUL KRUGER AND MADIBA STREETS, PRETORIA, 0002  
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30<sup>th</sup> October 2024

**TO: ALL LEGAL PRACTITIONERS**

**DIRECTIVE FOR UNOPPOSED MOTIONS BEFORE JUDGE COLLIS (J) WEEK  
05<sup>th</sup> AND 07<sup>th</sup> NOVEMBER 2024**

1. Kindly take note that there will be no open Court appearances. All matters will be dealt with by way of Microsoft Teams. Court will commence at 10h00. See herein below teams link which will be utilized on the entire week.
2. In person litigants attending Court on the day should come to office 5.8 for assistance.
3. Counsel/Practitioners should **JOIN THE VIRTUAL COURT PROCEEDINGS (MICROSOFT TEAMS)** 09h30 am in order to be admitted to the proceedings and to ensure that we are ready to commence with Court at 10:00 am.

4. Kindly take further note that the Court will start by calling for removals, settlements and postponements. Thereafter matters will be called page by page in order of seniority. Should Counsel have more than one matter on the roll, having called the first matter, Counsel will be permitted to proceed to call any other matter wherein they appear.
  
5. Kindly ensure that Practice Notes and Draft Orders directed for the attention of **Collis J** are uploaded on Caselines in **Word and PDF format**. Draft orders should contain a disclaimer, indicating the date of hearing, Judges' names (i.e Collis J), manner of hearing (i.e Microsoft Teams) and the name and details of Counsel for Applicant and those of the instructing attorney.

***"DISCLAIMER:** This Order is made an Order of Court by the Judge whose name is reflected hereon, duly stamped by the Registrar of the Court and is submitted electronically to the parties or their legal representatives by e-mail. This Order is further uploaded to the electronic file of this matter on Case Lines by the Judge or his/her Secretary/Registrar. The date of this Order is deemed to be **NOVEMBER 2024***

6. COUNSEL/PRACTITIONERS SHOULD ENSURE THAT ALL DOCUMENTS ARE FILED ON CASELINES BY NO LATER THAN CLOSE OF BUSINESS ON THE 01<sup>st</sup> NOVEMBER 2024 FOR MATTERS BEING HEARD ON THE 05<sup>th</sup> NOVEMBER 2024 AND BY 05<sup>th</sup> NOVEMBER 2024 FOR MATTERS BEING HEARD ON THE 07<sup>th</sup> NOVEMBER 2024.
  
7. **Uploading** of documents on Caselines outside of the stipulated times and without condonation obtained from the Court will result in the matter being struck from the roll and costs *de bonis propriis* may be ordered against the errant practitioner.

8. Counsel/Practitioners should ensure compliance with the relevant directives pertaining to Unopposed Motions.
  
9. Counsel/Practitioners appearing on the virtual proceedings should be robed. Counsel/Practitioners not addressing the court should mute themselves. The decorum of the court is to be maintained at all times.
  
10. Kindly find attached hereto the Unopposed Motions Roll for the 5<sup>th</sup> November 2024, kindly note that I will circulate the Roll for the 7<sup>th</sup> November 2024 as soon as I have received same.

**MICROSOFT TEAMS LINK FOR UNOPPOSED MOTIONS: 05<sup>th</sup> and 07<sup>th</sup> NOVEMBER 2024**

## Microsoft Teams meeting

If you need a local number, get one here. And if you've forgotten the dial-in PIN, you can reset it.

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Kind regards

Ms D Thaba

Registrar to Honourable Madam Justice Collis JGauteng

Division Pretoria

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