



HIGH COURT OF SOUTH AFRICA, GAUTENG DIVISION, PRETORIA

FROM THE CHAMBERS OF MADAM JUSTICE RETIEF

05 MARCH 2025

TO: ALL LEGAL PRACTITIONERS

DIRECTIVE

FAMILY COURT: 10-13 MARCH 2025
BEFORE MADAM JUSTICE RETIEF

JUDGE'S SECRETARY: Ms. ELETHU Z NOMBANGA

Email address: ENombanga@judiciary.org.za

Tel: 012 314 9002

1. Kindly note that all family court matters which will be before Madam Justice Retief, for the week of 10-13 March 2025 will be heard in **Open Court at 10h00 unless otherwise directed.** (Details of the court allocated should be checked on the day roll)
2. Matters have been allocated as per the roll below and counsel need only appear on the day allocated.
3. Plaintiffs in unopposed divorce matters are as a general rule, not required to appear in person in which case, an uploaded evidence affidavit will suffice. However, should no evidence affidavit be upload alternatively, if the Family Advocate has not endorsed the settlement agreement and/or raised a query, the Plaintiff **MUST** be ready to testify.
4. All parties testifying **MUST** be suitably dressed for Court.
5. Parties must ensure that a case profile is created for their matter on Caselines and all relevant documents must be uploaded thereon before **12h00 on the Thursday, before the week in which your matter is enrolled No further papers will be considered after 12h00 on that Thursday, nor are documents to be uploaded without the Judge's leave.**
6. If a **draft order** is to be made an order of court, **one hard copy** must be brought to be handed up in court. **Draft Orders and settlement agreements**, if applicable, must correctly indicate the Judge's name (i.e. RETIEF J), date on which the matter was heard, in which court and at the end of the draft order the party must indicate the name and contact details of their counsel and their instructing attorney.
7. Introductions to the Judge shall take place at **09H30** in office 176 on the first floor at the Palace of Justice.

8. Please contact Judge Retief's secretary at 012 314 9002 or via email at ENombanag@judiciary.or.za for any enquiries and assistance.