

REPUBLIC OF SOUTH AFRICA



**HIGH COURT OF SOUTH AFRICA, GAUTENG DIVISION, PRETORIA
CHAMBERS OF THE HONOURABLE MADAM JUSTICE COLLIS**

Pretoria High Court Building, c/o Madiba & Paul Kruger Streets, Pretoria 0001,

5th Floor, Office 5.8, Tel: +27 12 492 6770

04 December 2025

TO: ALL LEGAL PRACTITIONERS

DIRECTIVE: UNOPPOSED MOTIONS BEFORE HON. COLLIS (J)

RECESS: WEEK 1 (8, 10, 12 DECEMBER 2025)

1. Kindly take note that there will only be open Court appearances, in light of the Judge President's Notice No.1 of 2025 dated 26 February 2025. Court will commence at 10h00. Kindly refer to the Day Roll for the issued Court.
2. In person litigants should come to office 5.8 for assistance.
3. Introductions will take place at 09:45 a.m. in Chambers 5.10.
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 your Practice Notes and Draft Orders directed for the attention of Collis J are uploaded on CaseLines in Word and PDF format.
6. Draft orders should contain a disclaimer, indicating the date of hearing, Judges' names (i.e Collis J), manner of hearing, the number on the roll 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 (i.e the 8th, 10th or 12th DECEMBER 2025).*

7. **Legal Practitioners should ensure that all documents are filed on CaseLines by no later than close of business on the 5th of December 2025 for matters being heard on the 8th of December 2025, the 8th of December for matters being heard on the 10th of December 2025 and the 10th of December 2025 for matters being heard on the 12 of December 2025.**
8. The Uploading of documents on CaseLines outside of the stipulated times and without prior 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.
9. Legal Practitioners should ensure compliance with the relevant Directives pertaining to Unopposed Motions, and the decorum of the Court, is to be maintained at all times.

Kind regards Ms. T Mpuru

Registrar to Honourable Madam Justice Collis

Gauteng Division Pretoria

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(Electronically submitted therefore unsigned)