



Notice to the Profession

The Chief Justice has authorised the issue of the following notice.

Service by Email

The *Supreme Court (Chapter I Email Service Amendment) Rules 2017* SR No 32/2017 will come into effect from 1 August 2017. The amending Rules can be accessed [here](#). The amendments require parties in civil matters to include an email address for service in documents filed with the Court and provide that ordinary service may be effected by email to that address. This supplements the provisions of the *Electronic Transactions (Victoria) Act 2000* so as to facilitate the efficient and timely practice of service by email.

The amendments provide for documents to be served either as attachments to a covering email (where they do not exceed 10 megabytes) or by means of including in the email an operative hyperlink to the documents being served.

Practitioners are encouraged to take action now in preparation for the change on 1 August. This may include updating precedents and, if necessary, adjusting systems. It will be necessary for individual practitioners and firms to ensure that email accounts nominated for receipt of service are monitored in the same way that hard copy mail systems have been in the past, including during the absence of an individual practitioner.

1 June 2017

Vivienne Macgillivray
Executive Associate to the Chief Justice