



NOTICE TO THE PROFESSION
and other Court users

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

Practice Note 2 of 2008 – Practice Court Diary

The introduction of an Electronic Practice Court Diary will not only provide increased certainty of cases being heard, but also will streamline the application process and increase court efficiency.

From 2 June 2008, practitioners and court users wishing to have a proceeding heard in the Practice Court will be required to apply to the Court for a hearing date and time. The change in procedure is aimed at increasing the efficiency and certainty of the Practice Court, to provide greater opportunities for matters to be heard and to assist the profession and litigants.

An Electronic Practice Court Diary is available for viewing on the Supreme Court website (www.supremecourt.vic.gov.au). It will indicate the number of hours available for applications in the Practice Court on any given day. As applications are allocated hearing dates and times, the number of hours available will correspondingly diminish. The Diary will be updated twice a day.

Practitioners wishing to have a matter heard in the Practice Court will be required to consult the Diary, and then complete an Application Request Form. This form is available for download on the Supreme

Court website. Practitioners must provide details of the proceeding and an estimated hearing time. Time estimates must be greater than 10 minutes and less than 2 hours. Practitioners will also be required to nominate three preferred hearing dates. Only dates which are available for hearing on the Electronic Practice Court Diary may be nominated. Practitioners will then email or fax the Request Form to the Supreme Court Registry. The Registry will allocate a hearing date and notify the practitioners by return fax or email. Every effort will be made to allocate a date and time which has been nominated on the Request Form. The Registry will respond to requests between the hours of 10 am and 4 pm on weekdays. Communications received after 4 pm will not be considered until the next business day.

In the event that an application is urgent and all appropriate Practice Court days are booked out in the Diary, practitioners may contact the associate to the Judge sitting in Practice Court to arrange an appropriate hearing time.

Practitioners should note that Probate matters will now be listed for hearing on Tuesdays.

The Electronic Practice Court Diary and the Application Request Form can be found on the Supreme Court website under the Practice Court Page. All enquiries should be directed to the Practice Court Coordinator by email practicecourt@supremecourt.vic.gov.au, by fax on (03) 9603 9400 or by telephone on (03) 9603 9280.

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30 May 2008