

**SUPREME COURT OF THE  
AUSTRALIAN CAPITAL TERRITORY**

**NOTICE TO PRACTITIONERS**

***Election for trial by Judge alone – arrangements for explaining and signing when accused is in custody***

Practitioners are advised of the following process which is now available and has been agreed to by Corrective Services, in order to save time and alleviate the logistical problems of having the Form 4.11 – Election for trial by judge alone – explained to, and signed by, the accused person in custody, and then having the original signed form filed in Court.

1. The legal practitioner will email the Form 4.11 to [AMCCaseManagers@act.gov.au](mailto:AMCCaseManagers@act.gov.au) with the following information:
  - (a) Detainee's name and DOB
  - (b) Matter number
  - (c) Name, email and phone number of the legal practitioner who will be advising the detainee in relation to the election.
2. The AMC Case Management Unit will arrange a time with the legal practitioner for a telephone hook-up or audio-visual link with the detainee to enable the legal practitioner to advise the detainee in relation to the election and answer any of the detainee's queries. If the detainee decides to elect for a trial by judge alone, the detainee will sign and date the form where indicated at the time of the telephone hook-up.
3. The AMC Case management Unit will scan and email the Election Form signed by the detainee to the legal practitioner.
4. The AMC Case management Unit will place the original signed Election Form on the detainee's file at the AMC, and will produce the original to the Court should it ever be required.
5. The Court will accept for filing, the Form 4.11 – Election for trial by judge alone – with a scanned copy of the detainee's signature, and an original signature by the legal practitioner for the certification.

Corrective Services has advised that the above process from points 1 to 5 could take up to 3 weeks. Practitioners should therefore be sure to take this timeframe into account when meeting deadlines imposed by Court directions.



Annie Glover  
Registrar

2 November 2018