

**SUPREME COURT AND MAGISTRATES COURT
OF THE AUSTRALIAN CAPITAL TERRITORY**

Notice to practitioners

Civil directions hearings – adjournments by consent

This notice applies to civil directions hearings conducted in the Supreme Court by the Registrar on Mondays at 9.30am and the Deputy Registrar (personal injury matters only) on Thursdays at 10.00am, and in the Magistrates Court by the Registrar on Tuesdays at 9.45am, where all active parties consent to an adjournment of the directions hearing.

How to apply

Where this notice applies, application for an adjournment may be made informally by email message to the Registrar/Deputy Registrar, without the need for the parties to attend the directions hearing. The message must include the agreed adjournment date and the reason for adjournment. If these are not included, the application will not be considered. Other appropriate directions to be made by consent may also be included, and these may provide a sufficient explanation for the adjournment. Please note that this process does not take the place of the process of filing consent orders under rule 1611 of the *Court Procedure Rules 2006*, nor the process for adjourning applications in proceedings without attendance under rule 6013.

Who sends the email

The email should be sent by one party, noting it is on behalf of the other parties, and showing that the email is also being copied to them. The Registrar/Deputy Registrar will indicate as soon as possible by reply group email whether or not the adjournment is granted, and any other directions made, and place a record of the email correspondence on the file.

When to apply

The email must be sent to the Court, allowing 1 clear day between the day that the email is sent and the day of the scheduled directions hearing. For example, to seek an adjournment from the Supreme Court Registrar's Monday directions list, the email must be sent and received by 4.15pm Thursday.

Email address

For adjournments from the Supreme Court Registrar's Monday directions list, the email address is annie.glover@act.gov.au.

For adjournments from the Supreme Court Deputy Registrar's Thursday directions list, the email address is elizabeth.trickett@act.gov.au, although for the period until 8 August 2008, it will be radmilla.andric@act.gov.au.

For adjournments from the Magistrates Court Registrar's Tuesday directions list, the email address is hugh.jorgensen@act.gov.au.

ANNIE GLOVER
Registrar
ACT Supreme Court

HUGH JORGENSEN
Registrar
ACT Magistrates Court

5 June 2008