



**OFFICE OF THE CHIEF JUSTICE  
KWA-ZULU NATAL LOCAL DIVISION, DURBAN**

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**NOTICE RE:  
COURT ONLINE AND THE UNOPPOSED MOTION ROLL**

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07 JULY 2025

**TO: ALL LEGAL PRACTITIONERS / LITIGANTS**

Dear All,

1. Please be advised that as of the **7<sup>th</sup> August 2025** there will be a **hybrid motion court roll** accommodating both physical court files (old matters) and electronic court files (court online matters).
2. **All legal practitioners/litigants are advised to ensure that the court online matters are “bundled” prior to the closure of the motion roll.**
3. The same rules that apply to physical files/ old matters will apply to court online matters.
4. Failure to bundle a matter on court online prior to the roll being closed will result in the matter NOT being enrolled.
5. Kindly see the attached 7 steps to be followed when creating a bundle on court online.

**NB:**

- \* A default profile is automatically created on Caselines once a user is registered on Court Online.
- \* Please correct the account details on Caselines to reflect the correct information i.e. designation / email.
- \* If the two systems do not sync - Click “forget password” on Caselines and reset your password – use the same password as your Court online profile.
- \* Please ensure that you have activated your profile on Caselines and that the account details are correct. You will only be able to view bundled documents on Caselines.
- \* Should you require further assistance with Caselines / Court online, kindly contact the court online helpdesk on 031 493 1714 or approach office no. 139 for assistance.

**REGISTRAR’S OFFICE, KZN LOCAL DIVISION, DURBAN**

