



REPUBLIC OF SOUTH-AFRICA
THE HONOURABLE JUDGE E VAN DER SCHYFF
HIGH COURT OF SOUTH AFRICA
GAUTENG DIVISION
P O Box 442, PRETORIA

TO: ALL PRACTITIONERS

**IN RE: DIRECTIVE FOR THE URGENT COURT OF 25 JULY 2025 (16:00)
TO 1 AUGUST 2025 (16:00)**

1. All applications which have already been enrolled by **12:00 on Thursday 24 July 2025 (when the roll closed)** are indicated on the roll for Urgent Applications. The name of the judge to whom an application is allocated appears on the Roll.
2. The respective judges may each publish their own directive and allocation Roll indicating when and how matters allocated to them will be heard. Where a matter is allocated to a judge, the allocation does NOT mean that the matter is indeed sufficiently urgent to be heard on merits. Where a matter is allocated by a specific judge to a specific date and time in the Roll distributed by the respective judges, an allocation does NOT mean that a matter is sufficiently urgent to be heard on the merits.
3. **In all matters** (opposed and unopposed) **a Practice Note as well as Heads of Argument** must also be served and filed (**on Caselines only** and not to be sent to the Judge's secretary) by all parties concerned. Applications heard during normal court hours will be adjudicated by means of an oral hearing in open court. Applications heard outside of ordinary court hours will be heard either on a virtual platform or in physical court as arranged.
4. **Failure to file Practice Note(s) and/or Heads of Argument in a timely manner will be an indication that there is no appearance for the party concerned** and may result in the application being struck off the roll or being dealt with in the absence of such party.
5. The **practice note** must indicate the following:
 - 5.1 Particulars and **contact details** of the legal practitioners;
 - 5.2 **Nature of the relief sought** (without referring to the notice of motion);
 - 5.3 **A brief summary of the factual as well as legal issues involved;**
 - 5.4 A clear indication (without referring to the heads of argument) which portion of the **papers must be read** and which not;
 - 5.5 The **main issues** to be considered;

- 5.6 Whether there was **service by the sheriff**, and if not, why not (unopposed applications);
- 5.7 Estimated **duration**;
- 5.8 Whether the matter is **opposed or not**;
- 5.9 A full list of the authorities counsel intends to refer to during argument.
6. Supplementary practice notes may be filed until Friday, 25 July 2025, at 16h00 to adhere to the directive above.
7. Rules pertaining to urgency **will be strictly enforced**.
8. Service of process in all urgent applications must comply with the Rules of Court. Deviations will only be condoned if good cause is shown. Where an agreement was reached by the respective parties' legal representatives to provide for the electronic exchange of papers, this must be specifically stated in the practice note.
9. **All new applications, during court hours**, must first be enrolled through the Registrar of the Urgent Court and brought to the attention of Judge van der Schyff's secretary.
10. **Where matters are opposed**, parties must either upload a bundle of authorities consisting of the referred cases' head notes and relevant passages or hand up a hardcopy bundle when the matter is called.
11. The urgent Court cellular number for Pretoria is: 068 104 7107. The number **is only to be used** outside of ordinary court hours. The number is **not** to be used for general enquiries. The phone will only be answered after normal court hours.

Particulars of the secretary of Judge Van der Schyff are as follows:

S Bhana

Email: SBhana@judiciary.org.za

Particulars of the secretary of Judge Francis-Subbiah are as follows:

M Rammutedi

Email: MRammutedi@judiciary.org.za

Particulars of the secretary of Acting Judge Van Zyl are as follows:

T. Mabada

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