

GAUTENG DIVISION OF THE HIGH COURT OF SOUTH AFRICA, JOHANNESBURG



CONTACT DETAILS PER SECTION / DUTIES

CONTACT DETAILS	
Description	Contact details
Court Online	Website for accessing court online https://www.courtonline.judiciary.org.za Help desk services (operational during all court hours): Email address: CourtOnline@judiciary.org.za Telephone number (Pretoria and Johannesburg): 010 493 2600 MS teams open link: https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjlwYjk4NTctZjRlMy00M2Y0LTlmOGUtYTE3MjZkYzgZTM1%40thread.v2/0?context=%7b%22Tid%22%3a%22c83e2aea-897a-4fe9-ba0c-12e02388f238%22%2c%22Oid%22%3a%2235823b3a-a195-4e2c-bf5b-4d225fd4b7a6%22%7d <u>Registrars</u> Name and surname: Ms. H Machaba Telephone number: 010 494 8575 Email address: HMachaba@judiciary.org.za Name and surname: Mr. T Mabilu Telephone number: 010 494 8368 Email address: TMabilu@judiciary.org.za



Motions	<u>Opposed office</u> Telephone number: 010 494 8376 / 010 494 8377 Email: VMabunu@judiciary.org.za Email: PPhala@judiciary.org.za <u>Unopposed office</u> Telephone number: 010 494 8576 / 010 494 8578 Email: TKobela@judiciary.org.za <u>Motion Section Registrars</u> Name and surname: Mr M Maphunye (Registrar Opposed Motions) Telephone number: 010 494 8578 Email address: MMaphunye@judiciary.org.za Name and surname: Ms V Mbethe (Registrar Unopposed Motions) Telephone number: 010 494 8365 Email address: VMbethe@judiciary.org.za Complaints/escalation email: JHBmotionenquiries@judiciary.org.za <u>Urgent applications</u> Telephone number: 010 494 7192 <u>Issuing & Urgent Court Registrar</u> Name and surname: Mr T Mabilu Telephone number: 010 494 8368 Email address: TMabilu@judiciary.org.za
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Civil Trials	<u>Special (trial) interlocutory office</u> Telephone number: 010 494 8494 Email: MMotloun@judiciary.org.za <u>Civil trials</u> Telephone number: 010 494 8394 Email: LethuDlamini@judiciary.org.za <u>Trial settlements</u> Telephone number: 010 494 8388 Email: TMyali@judiciary.org.za <u>RAF Trial default judgments</u> Telephone number: 010 494 8554 Email: KMaseema@judiciary.org.za <u>Civil Trials Registrar</u> Name and surname: Ms N Mvumbi Telephone number: 010 494 8399 Email address: NMvumbi@judiciary.org.za <u>RAF Trial Default Registrar</u> Name and surname: Ms. T Khumalo Telephone number: 010 494 8397 Email address: TKhumalo@judiciary.org.za
Admissions, J349 and Right of Appearances	<u>Admissions office</u> Telephone number: 010 494 8388 Email address: JHBadmissions@judiciary.org.za <u>Admissions Registrar</u> Name and surname: Ms N Mvumbi Telephone number: 010 494 8399 Email address: NMvumbi@judiciary.org.za



ANNEXURE 1B
JOHANNESBURG CONTACT DETAILS
AS AT 21/07/2025

Taxations	<u>Taxations office</u> Telephone number: 010 494 8400 / 010 494 8361 Email address: BNxumalo@judiciary.org.za Email address: JMathebula@judiciary.org.za <u>Head of Taxations (escalations only)</u> Name and surname: Mr J Coetzee Telephone number: 010 494 8401 Email address: JoCoetzee@judiciary.org.za
Rule 31(5) default judgment	<u>Rule 31(5) Default office</u> Telephone number: 010 494 8358/010 494 8380 Email: BSebopa@judiciary.org.za Email: KLubelwana@judiciary.org.za <u>Rule 31(5) Default Registrar</u> Name and surname: Mr T Maponya Telephone number: 010 494 8502 Email address: TMaponya@judiciary.org.za
Civil Appeals	<u>Appeals office</u> Telephone number: 010 494 8357 Email address: PJeje@judiciary.org.za Email address: TMoleme@judiciary.org.za <u>Appeals Registrar (escalations only)</u> Name and surname: Mr J Coetzee Telephone number: 010 494 8401 Email address: JoCoetzee@judiciary.org.za
Foreign Service/Process	<u>Registrar</u> Name and surname: Mr J Coetzee Telephone number: 010 494 8401 Email address: JoCoetzee@judiciary.org.za



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AS AT 21/07/2025

Equality Court	<u>Registrar</u> Name and surname: Ms K Ellaree Telephone number: 010 494 8549 Email address: KVengatass@judiciary.org.za Clerk of the Equality court: Name and surname: Ms M Khoali Telephone number: 010 494 8403 Email address: MKhoali@judiciary.org.za
Ad-hoc Sheriff appointments	<u>Registrars</u> Name and surname: Mr T Maponya Telephone number: 010 494 8502 Email address: TMaponya@judiciary.org.za Name and surname: Ms T Khumalo Telephone number: 010 494 8397 Email address: TKhumalo@judiciary.org.za
Rule 40	<u>Registrar</u> Name and surname: Mr J Makofane Telephone number: 010 494 8579 Email address: JMakofane@judiciary.org.za
Criminal Trials, Criminal Appeals and Bail Appeals	<u>Registrar (Criminal Trials)</u> Name and surname: Mr J Mahlaule Telephone number: 010 494 8404 Email address: JMahlaule@judiciary.org.za <u>Registrar (Criminal Appeals, Reviews, Petitions and Bail Appeals)</u> Name and surname: Mr R Matonya Telephone number: 010 494 8395/ 010 494 8438 Email address: RMatonya@judiciary.org.za



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AS AT 21/07/2025

Writs and Subpoenas	<u>Registrar</u> Name and surname: Mr T Mabilu Telephone number: 010 494 8368 Email address: TMabilu@judiciary.org.za
Court orders other than orders granted by the Registrar in terms of Rule 31(5)	<u>Request for orders contained in physical files:</u> E-mail: JHBFiles@judiciary.org.za <u>Orders not uploaded to the electronic court file:</u> Enquire from the Judge's Secretary Complaints relating to orders not timeously uploaded <u>Office Manager:</u> Name and surname: Ms S Kajee Telephone number: 010 494 8589 Email address: SKajee@judiciary.org.za
Transcription service providers	<u>Administration officer at the Court's recordings management office</u> Telephone number: 010 494 8478 Email address: SSekgotlaboraga@judiciary.org.za;



ESCALATION DETAILS	
Description	Contact details
Reporting lines and escalation protocol	<u>Reporting lines:</u> Registrar's clerks report to registrars Registrars report to the chief registrar Judges' secretaries report to the office manager The office manager and other supervisors (excluding the chief registrar) report to the court manager The court manager and chief registrar report to the provincial head <u>Escalation protocol:</u> Escalation should be made only to the relevant line manager as set out above Response to escalations can be expected within 5 court days
Registrars	As per contact details
Acting Chief Registrar	Name: Mr T Musana Telephone: 010 494 8302/010 494 8403 Email: TMusana@judiciary.org.za Copy to: MKhoali@judiciary.org.za
Office Manager	Name: Mrs S Kajee Telephone: 010 494 8589 Email: SKajee@judiciary.org.za
Court Manager	Name: Mrs R Bramdaw Telephone: 010 494 8486 /010 494 7159 Email: RBramdaw@judiciary.org.za Copy to: JHarmse@judiciary.org.za
Director of Court Operations (Gauteng)	Name: Ms S Malatji Telephone: 010 494 7142 Email: SMalatji@judiciary.org.za Copy to: THlangu@judiciary.org.za

