



**THE HONOURABLE JUSTICE COLLIS J**  
**HIGH COURT GAUTENG DIVISION PRETORIA**  
**HIGH COURT BUILDING, 5<sup>TH</sup> FLOOR, CHAMBERS 5.8**  
C/O PAUL KRUGER AND MADIBA STREETS, PRETORIA, 0002  
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**3 NOVEMBER 2022**

**TO: ALL LEGAL PRACTITIONERS**

**DIRECTIVE FOR SETTLEMENT COURT BEFORE COLLIS J**

**WEEK 6: 7 – 11 NOVEMBER 2022**

1. Kindly take note that all matters will be dealt with by way of Microsoft Teams commencing at 10h00. See below Microsoft Teams link. The link will also be uploaded on Caselines.
2. Parties should ensure that all documents are filed on Caselines **by no later than close of business on the day before the hearing date.**
3. Draft orders should be uploaded on Caselines **in both PDF and Word** format.
4. Draft orders should contain a disclaimer, indicating the date of hearing, Judges' names (i.e Collis J), manner of hearing (i.e Microsoft Teams) and the name and details of Counsel/Practitioner and those of the instructing attorney.

**"DISCLAIMER:** *This Order is made an Order of Court by the Judge whose name is reflected hereon, duly stamped by the Registrar of the Court and is submitted electronically to the parties or their legal representatives by e-mail. This Order is further uploaded to the electronic file of this matter on Case Lines by the Judge or his/her Secretary/Registrar. The date of this Order is deemed to be **November 2022.**"*

5. With regards to draft orders, please **upload a letter of confirmation by the Defendant** setting out that the Defendant has perused the terms of the draft order and is satisfied with the terms contained therein and that the said draft may be made an order of court. In respect of settlements where contingency agreements are applicable, please file the prescribed confirmatory affidavits as required in terms of Section 4 of the Contingency Fee Act. Failing which the draft will not be made an order of court.
6. Your practice notes should be uploaded on Caselines and should set out, amongst others, the legal practitioners' contact details (names, email addresses and contact numbers).
7. Parties should ensure compliance with the relevant court Directives pertaining to Settlements and uploading of documents on Caselines.
8. Kindly take further note that uploading of documents on Caselines outside of stipulated times and without condonation will result in the matter being struck off the roll and costs *de bonis propriis* may be ordered against the errant practitioner.
9. Kindly find attached hereto Settlement Rolls for 7 and 8 November 2022. Kindly take note that the Settlement Rolls from 9 to 11 November 2022 will be circulated as soon as I receive same.

### **MICROSOFT TEAMS LINK – SETTLEMENT COURT: 7 – 11 NOVEMBER 2022**

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## Microsoft Teams meeting

**Join on your computer, mobile app or room device**

[Click here to join the meeting](#)

Meeting ID: 371 025 387 539

Passcode: NM7hCQ

[Download Teams](#) | [Join on the web](#)

[Learn More](#) | [Meeting options](#)

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Kind regards

Ms A Thangavhuelelo

Registrar to Honourable

Madam Justice Collis J

Gauteng Division Pretoria

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