



**HIGH COURT OF SOUTH AFRICA, GAUTENG DIVISION, PRETORIA  
FROM THE CHAMBERS OF MADAM ACTING JUSTICE MAZIBUKO**

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13 December 2024

**DIRECTIVE**

**RECESS: 17 – 20 DECEMBER 2024**

**URGENT APPLICATIONS**

**GENERAL**

1. If matters were not ready at the time of filing at 12:00 on Thursday, 12 December 2024 (i.e. all relevant affidavits filed, the application indexed and paginated, and a certificate of urgency and practice note filed), they would not be heard unless there exists good cause or exceptional circumstances.
2. An allocation does **NOT** mean that the matter is considered sufficiently urgent to be heard on the merits. Submissions will need to be made regarding the grounds of urgency.

**HEARING**

6. **All** matters will be heard in open court. Please take note of the date allocation to the hearing of your matter. Parties are not at liberty to choose on which date their matter must be heard.
7. **MATTERS SET DOWN FOR HEARING AFTER 15:00 AND OVER WEEK-ENDS WILL BE HEARD VIRTUALLY. PLEASE CONTACT MS MABADA at TTabada@judiciary.org.za TIMEOUSLY FOR THE LINK.**

**OPPOSED APPLICATIONS**

8. In all opposed matters, heads of argument are to be emailed to Ms Mabada no later than 12h00 on Monday, 16 December 2024, together with an authorities

bundle.

### **REMOVALS / SETTLEMENTS / UNOPPOSED MATTERS**

9. In matters that are removed/settled/unopposed – draft orders in Word format must be emailed to Ms Mabada by no later than 13h00 on Monday, 16 December 2024.

### **CASELINES**

10. The CaseLines bundle will be frozen by **13h00** on **Friday, 13 December 2024**, and no further documents may be filed without the relevant judge's specific written permission obtained by email.
11. No piece-meal filing of affidavits will be allowed.
12. All court bundles are to be fully uploaded to Caselines. If any problems are experienced, Ms Mabada must be contacted **TIMEOUSLY**.
13. It is the duty of the applicant's attorney to ensure that there are no duplicate cases created on CaseLines.
14. Where no practice note has been filed, the matter may be struck from the roll. The practice note is to set out the following:
  - 14.1.1 Particulars and contact details of the legal practitioners.
  - 14.1.2 nature of the relief sought (without referring to the notice of motion);
  - 14.1.3 total number of pages;
  - 14.1.4 a brief summary of the factual and legal issues involved;
  - 14.1.5 the main issues to be considered;
  - 14.1.6 a brief summary of the urgency or absence thereof;
  - 14.1.7 whether there has been service by the sheriff and if not, why not;
  - 14.1.8 estimated duration;
  - 14.1.9 whether the matter is opposed.

**FAILURE TO FILE a practice note setting out all the above information may result in the matter being struck from the roll**

We trust that you will find the above in order.

**MS T MABADA**

**SECRETARY TO THE HONOURABLE MADAM JUSTICE MAZIBUKO**

**[TMabada@judiciary.org.za](mailto:TMabada@judiciary.org.za)**

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