



**HIGH COURT OF SOUTH AFRICA**

**GAUTENG LOCAL DIVISION, PRETORIA**

**Chambers of the honourable Madam Justice Kooverjie J**

**Room 119, Palace of Justice      Tel:012 315 9017**

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

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**Urgent Court Directive: Matters before Judge Kooverjie (17 March- 21 March 2025)**

**Important Notes:**

1. All matters will be heard in open court. Kindly peruse the day roll for the specific court allocation.
2. An allocated roll is attached. Parties need only attend court on the day their matter is set down.
3. Hearings begin at **09:30 am in open court**, starting with ex-parte applications and unopposed applications and continuing until the roll is complete.
4. Proof of service for all matters must be uploaded to Caselines.
5. Practice Notes and Heads of Argument must already be on caselines.
6. Upload draft orders, heads of argument and relevant authorities (if applicable) to Caselines.
  - Bring one copy of the order/draft order and any applicable heads of argument to court. If relying on specific authorities, bring physical copies of those to court as well (Two copies of the order are needed if a court-signed order is required)
7. Court-issued orders will be uploaded to Caselines within a day of the matter being heard.
8. No documents or order should be emailed: use Caselines only.
9. Introductions can be made in court when the matters are called.
10. Please notify our office immediately if a matter needs to be removed from the roll or has become settled.
11. Parties are required to ensure that the full set of pleadings are uploaded, any pleadings filed after 14 March 2025 will require an explanation.

Sharlom Khorombi

Secretary to the Honourable Madam Justice Kooverjie J

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