



HIGH COURT OF SOUTH AFRICA, GAUTENG DIVISION, PRETORIA
FROM THE CHAMBERS OF MADAM JUSTICE HASSIM

DIRECTIONS:
URGENT APPLICATIONS: 29 SEPTEMBER 2025 – 3 OCTOBER 2025

1. Applications will be heard remotely on the MS Teams platform, unless directed otherwise in a specific matter. A link will be posted as a widely shared note on CaseLines.
2. The provisions of paragraphs 7.5 and 7.6 of the Consolidated Practice Directive 1 of 2024 will be strictly applied:

"7.5. Every document uploaded must be fully legible and properly described.

7.6. Where an annexure to an affidavit or other document is uploaded it should be individually uploaded and described. It is insufficient to merely describe it as, e.g., FA 1 or R13."

NON -COMPLIANT APPLICATIONS WILL BE CONSIDERED NOT RIPE FOR HEARING.

3. Matters not ripe for hearing (i.e. the service and uploading to CaseLines of the three customary sets of affidavits) at the closing of the roll at 12h00 on Thursday, 25 September 2025, will not be heard unless good cause is shown on affidavit for the failure or exceptional circumstances exist.
4. Save for practice notes, heads of argument, notices of removal, draft orders, or applications for a postponement, no documents may be uploaded after 12h00 on Thursday, 25 September 2025.
5. A roll will be circulated in due course identifying the date and time for the hearing. This is not an indication that the matter is sufficiently urgent to warrant a hearing on the merits. Nor is it an indication that submissions on why the application should be entertained in an urgent court may be dispensed with.

PRACTICE NOTES AND HEADS OF ARGUMENT

6. The practice note must contain the following:
 - a. particulars and contact details of the legal practitioners;
 - b. the type of relief sought must firstly be described and secondly cross referenced to the prayers in the notice of motion.
 - c. total number of pages;
 - d. the date of –
 - (i) the urgency triggering event;
 - (ii) correspondence between the parties;
 - (iii) when instructions were received to launch the urgent application;
 - (iv) when the application was issued;
 - (v) when the application was served and whether it was served by the Sheriff and if not, why not;
 - (vi) when the notice of intention to oppose and answering affidavits were due and when they were served.
 - e. a brief summary of the factual and legal issues involved;
 - f. the main issues to be considered
 - g. a brief summary of the urgency, or absence thereof;
 - h. a clear indication (without repeating the heads of argument) which portion of the papers must be read and which not;
 - i. estimated duration;
 - j. whether the matter is opposed.
7. Where an application is opposed, the practice note preferably must be accompanied by at least short heads of argument, and a joint practice note where feasible.
8. Practice notes must be uploaded to Caselines and a copy transmitted to Judge Hassim's secretary, Ms Magoro by e-mail to JMagoro@judiciary.org.za by 10h00 on Monday, 29 September 2025.

APPLICATIONS NOT PROCEEDING

9. A notice of removal from the roll must be e-mailed to Ms Magoro

forthwith, or as soon as possible. Legal practitioners are urged to additionally upload to Caselines a widely shared note to that effect preferably marked in red.

DRAFT ORDERS

10. In all cases a draft order in Word format conspicuously marked with the letter "X" in bold font together with the date of the hearing must be uploaded to CaseLines. It must contain the Judge's name, the number allocated to the application on the roll. Please be mindful of format, grammar and syntax when preparing draft orders. Ensure that the pages are numbered.

APPLICATIONS EXCEEDING 200 PAGES

11. Hard copies of the application containing the CaseLines pagination and CaseLines generated index as well as an individualised index to the bundle being provided must be delivered to Ms Magoro as soon as possible and preferably at least a day before the application is allocated for hearing.

Regards 

JM Magoro



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