

Practice Direction No. 4 of 1994.

Identification of Law Practitioners on Documents

Order 6 rule 4 requires that a writ, in any case where the plaintiff sues by a lawyer, shall bear the name and address for service of the lawyer. By Order 11 rule 1 every document filed must be endorsed with the address for service.

A practice has grown up with some law practitioners whereby documents are filed with the Court bearing no name or address of the practitioner. Equally common is the practice of signing the document and adding only the address. That is not sufficient. The name should be included in addition to any signature.

It is proper practice and one which must be followed in future that, where a law practitioner is representing any person and files a document with the Court or serves any document, it must be clearly marked with the practitioner's name and address.

I have advised all Registry staff that, from 11th July 1994, they are not to accept any document for filing from or on behalf of a law practitioner that does not have his name and address clearly marked, preferably in typescript. Where he has telephone and/or fax facilities they should also be included.

(Gordon Ward)
CHIEF JUSTICE

1st July 1994

GW/fkf