A Trial Date will not be allocated if no Trial Ready Certificate is attached.
Both forms are to be completed in duplicate and handed in at Room F077
A trial date will not be allocated if the Summons & Return of service is not in the court file
This form must be accompanied by a Notice of Allocation of a Trial Date.

DEPARTMENT: JUSTICE AND CONSTITUTIONAL DEVELOPMENT
REPUBLIC OF SOUTH AFRICA
RANDBURG MAGISTRATES COURT

CASE NO:_____

Plaintiff:_____

Defendant:_____

The following information is required with every application for a trial date to enable the application to be considered.

1. Is the matter partly heard? (*If yes, please provide the name of the Magistrate).*

No	
Yes	

Name of Magistrate:_____

2. If not part heard-, state date on which pleadings have closed:_____
3. If the trial date will be utilised for any purpose other than the full trial, please specify (*e.g. Quantum only)*_____

4. Has a Pre - Trial Conference been held?

No	
Yes	

If yes: Date_____ Name of Magistrate_____

5. Please list all previously allocated trial dates and explain why the trial did not proceed on these dates:
   Date_____ Reason_____
   Date_____ Reason_____
   Date_____ Reason_____
   Date_____ Reason_____

6. Are there any pending applications that have not yet been resolved? (*If yes indicate which one)*_____

7. Other requests:
   _____
   _____

Please Note:

- *If an interpreter is needed, parties must either arrange their own interpreter at their own cost; alternatively make arrangements well in advance with Senior Interpreter, Mr. Motsamai (JMotsamai@justice.gov.za).*
- *2 day trial dates or more will only be allocated with prior arrangement with and approval of the Senior Magistrate for Civil Section.*

Full Names and contact Details

_____ _____
Signature of Plaintiff or Defendant _____
(It can be their legal representatives) _____