

Personal appearances in the District Court Civil

Matters before the JUDICIAL REGISTRAR will to be managed in the Online Court or, where not eligible for that service, by telephone directions.

To appear by telephone, parties must dial in at or prior to the appointed time for listing:

DIAL: 1800 062 923
PIN: 7762 8770 9768

Matters before the CIVIL LIST JUDGE will be conducted by telephone. At or prior to the appointed time, parties are to dial in using the following number and pin:

DIAL: 1800 672 949
PIN: 7271 2353 2532

All documents must be filed by midday the day before a matter's listing otherwise they may not be relied upon.

For hearings in person appearances will be subject to the discretion of the presiding Judge who will limit the number of persons in a court room to ensure adherence to the physical distancing restrictions when required.

The use of a virtual courtroom is available. Before making any request for a virtual courtroom for all or part of a hearing the parties must confer and confirm the request is made jointly and by consent. If the parties cannot consent the parties may request a listing for any application to conduct the hearing remotely.

Any request by consent for virtual courtroom may be made to the Manager, Civil Case Management and Listings by email at least seven days prior to the date fixed for hearing.

Any request for a listing for any application for leave to conduct a hearing remotely or a witness to give evidence remotely may be emailed to judicialregistrar@justice.nsw.gov.au

Further details are available in the procedural updates available [here](#).