



Justice
Courts &
Tribunal Services

User Guide

Online Court - BAR

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Note that screens and processes documented in this guide are accurate at the time of publishing; however, due to changes and updates occurring to the NSW Online Court, processes documented in this guide may appear different to those on the live site.

Overview of the Online Court

What is the NSW Online Court?

Online Court is a new digital service being conducted by the NSW Justice Department, which enables legal practitioners and decision makers to manage and process orders without having to enter the courtroom. Once a matter is available in the relevant list, clients can proceed with their cases online, just as they would in court.

Who can use the Online Court?

At present, the Online Court is available to:

- Local Court General Division Defence Call-overs listed at Sydney
 - Solicitors who are registered users of the Online Registry Website (and their delegates) only
- Supreme Court Corporations Registrar's Directions List
 - Solicitors who are registered users of the Online Registry Website (and their delegates) only
- Land and Environment Court lists
 - All parties, both represented and unrepresented can access the Online Court

In the near future, Online Court will be rolled out to other lists and locations, and may include additional request types.

In Supreme Court and Land and Environment Court matters, only one party is required to make the request online, so as long as that party is represented, the matter can proceed in the Online Court.

For Local Court matters to be eligible for the Online Court the plaintiff and at least one defendant must be represented. The represented defendant must also be in a status of 'Defended'. If there are additional defendants who are not represented, the matter can still proceed in the Online Court as long as the plaintiff and at least one defendant are represented.

Who manages Online Court matters?

The decision maker will review requests made through the Online Court and will make orders and finalise requests accordingly. When the decision maker deals with requests in the online court, it will (in most instances) result in an adjournment and vacation of the current in-person listing. This will mean that the parties will not be required to physically attend the vacated listing. The decision maker can also deal with requests as they occur; so many waiting periods (for example the 28 day listing timeframe for defence Call-overs) won't apply for Online Court matters (some listings, for example Supreme Court winding up matters, will not be available in the Online Court for 28 days from the date of listing due to business rules).

Accessing the Online Court

Register

To use the Online Court, solicitors must be registered for the NSW Online Registry. To register, go to the NSW Online Registry website and click Register. More information on the registration process is available on the Online Registry help page

<https://onlineregistry.lawlink.nsw.gov.au>



Log in

Clients can access the Online Court from the home page of the NSW Online Registry website. Clients should use their existing NSW Online Registry username and password to login to the Online Court; if they do not have a user name as yet, they will need to register before they can access online services.

Alternatively, clients can access the Online Court from the following URL during the pilot period:
<https://onlineregistry.lawlink.nsw.gov.au/content/online-court>



Dashboard

When the client logs in to the Online Court their dashboard will display.

The dashboard contains two tabs:

1. Active listings
2. Historical cases

Active Listings

All cases that are eligible for the Online Court are displayed here.

This screen will display:

- The current in-person listing type
- The current date and time for the in-person sitting
- The status of the case (e.g. is it awaiting consent from the other party or awaiting an order from the registrar)
- The name of the party who most recently sent a message via the Online Registry
- The action that can be taken on the case
 - Opt-in (Local Court only)
 - Make request
 - Consent / counter a request

Online Court

Online court list

Active listings **Historical cases**

Case	Listing type	Sitting	Status	Last message	Action
<input type="text" value="Filter by keyword"/>					
In the matter of Distinct by Design 201600000081	Directions (Corporation List Registrar)	18/01/2016 9:00 AM AEDT	-	-	Make request >
Grahame Hendricks v Penny Chong 201600000074	Defence Callover	3/02/2016 9:30 AM AEDT	-	-	Opt in ↗
Jones Jennifer v Julian Gaston 201600000080	Defence Callover	10/02/2016 9:30 AM AEDT	-	Diana Hilliers 7/01/2016, 2:38 PM AEDT	Make request >
Jane Murphy v Guido DiChristo 201600000082	Defence Callover	10/02/2016 9:30 AM AEDT	Consent pending	-	-
Angela Agostini v Philippa Giannino 201600000083	Defence Callover	10/02/2016 9:30 AM AEDT	Consent pending	-	Consent or Counter ⇄
Peta Mancini v Yousef Pekkanen 201600000084	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Opted in ✓

Historical cases

This tab displays cases where orders have been made and finalised via the Online Court.

Clients can view:

- The Online Court record for that case. This is a record of the Online Court transactions (requests, consents, counters, orders, messages) and does not display case information.
- The case information by clicking the Online Registry case link; note that this will open a new tab and display the case information screens in the NSW Online Registry.





Online Court

Online court list

All

Active listings

Historical cases

Case	Listing type	Last activity	View
FIREROCK PTY LTD v RAPID FORCE PTY LTD 201500002691	Defence Callover	19/11/2015 1:40 PM AEDT	Online court record  Online Registry case 
FIREROCK PTY LTD v RAPID FORCE PTY LTD 201500002594	Defence Callover	11/11/2015 2:44 PM AEDT	Online court record  Online Registry case 
FIREROCK PTY LTD v RAPID FORCE PTY LTD 201500002593	Defence Callover	-	Online court record  Online Registry case 

Local Court Only - Opt-in to the Online Court

Opt-in

To use the Online Court, legal practitioners must first tell the court they are prepared to take the matter online; this is done by 'opting in' to the Online Court. Solicitors (or their delegates) may opt in for any case they have in General Division Defence Call-over located in the John Madison Tower (Sydney). All cases that are listed in this division/location will automatically display in the Online Court.

If the case has a party that is unrepresented, the matter will not display in the Online Court, and must be dealt with at the in-person Call-over. Only matters where all parties are legally represented will display on the Online Court.

Online Court

Online court list

Active listings | Historical cases

Case	Listing type	Sitting	Status	Last message	Action
<input type="text" value="Filter by keyword"/>					
Grahame Hendricks v Penny Chong 201600000074	Defence Callover	3/02/2016 9:30 AM AEDT	Consent pending	-	Consent or Counter
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Peta Mancini v Yousef Pekkanen 201600000084	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Make request
Trent Rogers v Peter Sales 201600000096	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Opt in
Yoki Hayashi v Andrew Dunlop 201600000097	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Opted in

Opt-in

Step	Action																																				
1	<p>Login to the Online Court and view the dashboard. In the Action column, click Opt in.</p> <p>Online Court</p> <p>Online court list <input type="text" value="All"/></p> <p>Active listings Historical cases</p> <table border="1"> <thead> <tr> <th>Case</th> <th>Listing type</th> <th>Sitting</th> <th>Status</th> <th>Last message</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>Jane Murphy v Guido DiChristo 201600000082</td> <td>Defence Callover</td> <td>10/02/2016 9:30 AM AEDT</td> <td>Consent pending</td> <td>-</td> <td>Consent or Counter</td> </tr> <tr> <td>Angela Agostini v Philippa Giannino 201600000083</td> <td>Defence Callover</td> <td>10/02/2016 9:30 AM AEDT</td> <td>Consent pending</td> <td>-</td> <td>-</td> </tr> <tr> <td>Peta Mancini v Yousef Pekkanen 201600000084</td> <td>Defence Callover</td> <td>10/02/2016 9:30 AM AEDT</td> <td>-</td> <td>-</td> <td>Make request</td> </tr> <tr> <td>Trent Rogers v Peter Sales 201600000096</td> <td>Defence Callover</td> <td>10/02/2016 9:30 AM AEDT</td> <td>-</td> <td>-</td> <td>Opt in</td> </tr> </tbody> </table>	Case	Listing type	Sitting	Status	Last message	Action	Jane Murphy v Guido DiChristo 201600000082	Defence Callover	10/02/2016 9:30 AM AEDT	Consent pending	-	Consent or Counter	Angela Agostini v Philippa Giannino 201600000083	Defence Callover	10/02/2016 9:30 AM AEDT	Consent pending	-	-	Peta Mancini v Yousef Pekkanen 201600000084	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Make request	Trent Rogers v Peter Sales 201600000096	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Opt in						
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2	<p>If the opposing parties have not opted in yet, the Opt-in button will be greyed out. Once all parties have opted in, the Make request button will display in the Actions column.</p> <p>Online Court</p> <p>Online court list <input type="text" value="All"/></p> <p>Active listings Historical cases</p> <table border="1"> <thead> <tr> <th>Case</th> <th>Listing type</th> <th>Sitting</th> <th>Status</th> <th>Last message</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>Jane Murphy v Guido DiChristo 201600000082</td> <td>Defence Callover</td> <td>10/02/2016 9:30 AM AEDT</td> <td>Consent pending</td> <td>-</td> <td>Consent or Counter</td> </tr> <tr> <td>Angela Agostini v Philippa Giannino 201600000083</td> <td>Defence Callover</td> <td>10/02/2016 9:30 AM AEDT</td> <td>Consent pending</td> <td>-</td> <td>-</td> </tr> <tr> <td>Peta Mancini v Yousef Pekkanen 201600000084</td> <td>Defence Callover</td> <td>10/02/2016 9:30 AM AEDT</td> <td>-</td> <td>-</td> <td>Make request</td> </tr> <tr> <td>Trent Rogers v Peter Sales 201600000096</td> <td>Defence Callover</td> <td>10/02/2016 9:30 AM AEDT</td> <td>-</td> <td>-</td> <td>Opt in</td> </tr> <tr> <td>Yoki Hayashi v Andrew Dunlop 201600000097</td> <td>Defence Callover</td> <td>10/02/2016 9:30 AM AEDT</td> <td>-</td> <td>-</td> <td>Opted in</td> </tr> </tbody> </table>	Case	Listing type	Sitting	Status	Last message	Action	Jane Murphy v Guido DiChristo 201600000082	Defence Callover	10/02/2016 9:30 AM AEDT	Consent pending	-	Consent or Counter	Angela Agostini v Philippa Giannino 201600000083	Defence Callover	10/02/2016 9:30 AM AEDT	Consent pending	-	-	Peta Mancini v Yousef Pekkanen 201600000084	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Make request	Trent Rogers v Peter Sales 201600000096	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Opt in	Yoki Hayashi v Andrew Dunlop 201600000097	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Opted in
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Local Court Requests

Requests overview

When a defence is lodged in a General Division matter filed at the John Maddison Tower, Sydney it will be listed for in-person Call-over as per current practice and will require the physical in-person court appearance of Solicitors before the Registrar.

The solicitor (or delegate) for each party in the matter must opt-in to the case. Once opted in, parties have the option to make an on-line request. As part of that request, the solicitor (or delegate) may also request additional interlocutory orders. All online requests must be supported with reasons for the request. Opposing parties will be notified by email when a request is made.

When the Registrar deals with requests in the online court, it will (in most instances) result in an adjournment and vacation of the currently listed in-person Call-over. This will mean that the parties will not be required to physically attend the vacated Call-over.

Clients can make the following requests via the Online Court:

- Adjourn for further Call-over
- Adjourn for hearing
- Adjourn for expert evidence directions
- Other

Clients can then request the following additional orders sought:

- Leave to file Amended Statement of Claim
- Leave to file Defence to Amended Statement of Claim
- Leave to file Defence to Amended Statement of Claim and file Cross Claim
- Leave to file Cross Claim
- Leave to file Defence to Cross Claim
- Leave to file Amended Cross Claim
- Leave to file Amended Defence
- Leave to file Amended Defence and file Cross Claim
- Defendant/s request further and better particulars
- Plaintiff/s request further and better particulars
- Cross Defendant/s request further and better particulars
- Cross Claimant/s request further and better particulars
- Other

Request deadlines


The deadline for submitting a request in the Online Court will be **12 noon on Tuesday** (the day prior to the Wednesday in-person Call-over listing). It will not be possible to make a request after this time and the matter will proceed to in-person Call-over as per its original listing.

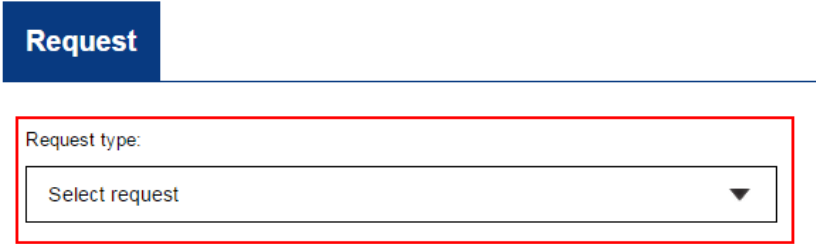
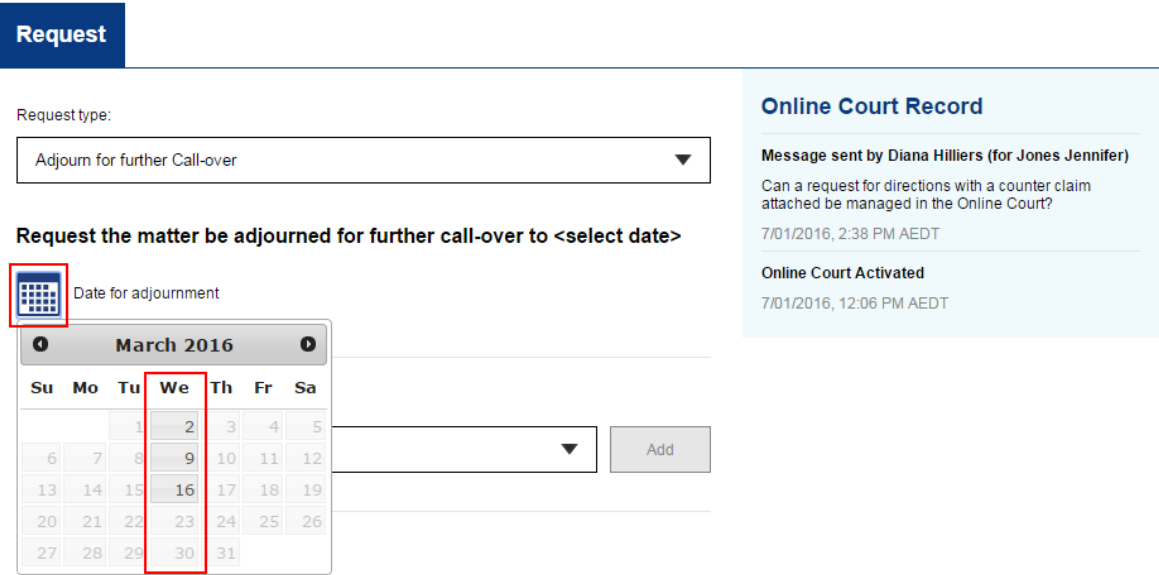

The deadline to consent a request is **3pm on Tuesday**.


An Online Court request may be terminated at any time by the registrar and the proceedings listed for resolution at an in-person court appearance before a registrar or a directions hearing before a magistrate. The termination of an Online Court request will not prevent the lodgement of a new request by practitioners or their delegates.


Documents can be attached as part of a request or attached to a message. Any attached documents will be viewable by the opposing party and the registrar. Where solicitors (or their delegates) require documents to be formally filed, they should do so via the Online Registry Website and not via the Online Court.

Request adjournment for further Call-over


Step	Action																		
	All parties must opt-in before a request can be made in the Online Court.																		
1	<p>Click Make request.</p> <p>Online Court</p> <p>Online court list <input type="text" value="All"/></p> <p>Active listings Historical cases</p> <table border="1"><thead><tr><th>Case</th><th>Listing type</th><th>Sitting</th><th>Status</th><th>Last message</th><th>Action</th></tr></thead><tbody><tr><td>Grahame Hendricks v Penny Chong 201600000074</td><td>Defence Callover</td><td>3/02/2016 9:30 AM AEDT</td><td>Consent pending</td><td>-</td><td>Consent or Counter</td></tr><tr><td>Jones Jennifer v Julian Gaston 201600000080</td><td>Defence Callover</td><td>10/02/2016 9:30 AM AEDT</td><td>-</td><td>Diana Hilliers 7/01/2016, 2:38 PM AEDT</td><td>Make request ></td></tr></tbody></table>	Case	Listing type	Sitting	Status	Last message	Action	Grahame Hendricks v Penny Chong 201600000074	Defence Callover	3/02/2016 9:30 AM AEDT	Consent pending	-	Consent or Counter	Jones Jennifer v Julian Gaston 201600000080	Defence Callover	10/02/2016 9:30 AM AEDT	-	Diana Hilliers 7/01/2016, 2:38 PM AEDT	Make request >
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Step	Action
2	<p>The <i>Request</i> screen displays. From the Request type drop down list, select Adjourn for further Call-over.</p> 
3	<p>To select the Date for adjournment, click the calendar icon.</p> 
	<p>Only the dates available for Call-overs in Sydney will display in the calendar (i.e. Wednesdays). All future Wednesdays from the date the request is being made will display, including 5 weeks following the original listing.</p>


Step	Action
4	<p>If you require additional order(s), click Additional orders sought. Select the orders required from the drop down list, then click Add.</p> <p>Additional orders sought:</p> <div data-bbox="295 421 1417 896"> </div>
	<p>If the additional order you require is not specified in the list, select other, then type the details into the free text field that will display.</p>
5	<p>Enter the Reasons for submitting this request. If required, attach applicable PDF documents by clicking Attach file. Click Submit request.</p> <p>Reasons for submitting this request:</p> <div data-bbox="284 1243 898 1608"> </div>


Step	Action
6	<p>The request has been sent and is now awaiting consent (or a counter) from the opposing party.</p> <div data-bbox="272 365 547 427"> <p>Request Messages</p> </div> <p>Status: Consent pending</p> <p>Request the matter be adjourned for further call-over to 16 Mar 2016</p> <p>Reasons for submitting this request: Request further and better particulars</p> <hr/> <div data-bbox="272 667 563 752" style="border: 1px solid red; padding: 5px;"> <p>Awaiting consent from:  Diana Hilliers (for Jones Jennifer)</p> </div> <div data-bbox="608 770 940 819" style="display: flex; justify-content: space-around; margin-top: 20px;"> <div data-bbox="608 770 762 819" style="border: 1px solid #ccc; padding: 5px 15px; background-color: #f0f0f0;">Counter</div> <div data-bbox="786 770 940 819" style="border: 1px solid #ccc; padding: 5px 15px; background-color: #f0f0f0;">Consent</div> </div> <div data-bbox="1010 450 1422 884" style="border: 1px solid #add8e6; padding: 10px; margin-top: 20px; background-color: #e6f2ff;"> <p>Online Court Record</p> <hr/> <p>Request submitted by Michael Lee (for Julian Gaston) Request the matter be adjourned for further call-over to 16 Mar 2016 Reasons for submitting this request: Request further and better particulars 13/01/2016, 2:16 PM AEDT</p> <hr/> <p>Message sent by Diana Hilliers (for Jones Jennifer) Can a request for directions with a counter claim attached be managed in the Online Court? 7/01/2016, 2:38 PM AEDT</p> <hr/> <p>Online Court Activated 7/01/2016, 12:06 PM AEDT</p> </div>

Request adjournment for Expert Evidence Directions


Step	Action																																				
	All parties must opt-in before a request can be made in the Online Court.																																				
1	<p>Click Make request.</p> <p>Online Court</p> <p>Online court list <input type="text" value="All"/></p> <p>Active listings Historical cases</p> <table border="1"> <thead> <tr> <th data-bbox="288 770 667 792">Case</th> <th data-bbox="687 770 778 792">Listing type</th> <th data-bbox="799 770 874 792">Sitting</th> <th data-bbox="927 770 986 792">Status</th> <th data-bbox="1066 770 1177 792">Last message</th> <th data-bbox="1225 770 1278 792">Action</th> </tr> </thead> <tbody> <tr> <td data-bbox="288 869 667 913">Grahame Hendricks v Penny Chong 201600000074</td> <td data-bbox="687 869 778 913">Defence Callover</td> <td data-bbox="799 869 874 913">3/02/2016 9:30 AM AEDT</td> <td data-bbox="927 869 986 913">Consent pending</td> <td data-bbox="1066 869 1177 913">-</td> <td data-bbox="1225 869 1278 913">Consent or Counter</td> </tr> <tr> <td data-bbox="288 949 667 994">Jones Jennifer v Julian Gaston 201600000080</td> <td data-bbox="687 949 778 994">Defence Callover</td> <td data-bbox="799 949 874 994">10/02/2016 9:30 AM AEDT</td> <td data-bbox="927 949 986 994">Consent pending</td> <td data-bbox="1066 949 1177 994">Diana Hilliers 7/01/2016, 2:38 PM AEDT</td> <td data-bbox="1225 949 1278 994">-</td> </tr> <tr> <td data-bbox="288 1039 667 1084">Jane Murphy v Guido DiChristo 201600000082</td> <td data-bbox="687 1039 778 1084">Defence Callover</td> <td data-bbox="799 1039 874 1084">10/02/2016 9:30 AM AEDT</td> <td data-bbox="927 1039 986 1084">Consent pending</td> <td data-bbox="1066 1039 1177 1084">-</td> <td data-bbox="1225 1039 1278 1084">Consent or Counter</td> </tr> <tr> <td data-bbox="288 1120 667 1164">Angela Agostini v Philippa Giannino 201600000083</td> <td data-bbox="687 1120 778 1164">Defence Callover</td> <td data-bbox="799 1120 874 1164">10/02/2016 9:30 AM AEDT</td> <td data-bbox="927 1120 986 1164">Consent pending</td> <td data-bbox="1066 1120 1177 1164">-</td> <td data-bbox="1225 1120 1278 1164">-</td> </tr> <tr> <td data-bbox="288 1191 667 1236">Peta Mancini v Yousef Pekkanen 201600000084</td> <td data-bbox="687 1191 778 1236">Defence Callover</td> <td data-bbox="799 1191 874 1236">10/02/2016 9:30 AM AEDT</td> <td data-bbox="927 1191 986 1236">-</td> <td data-bbox="1066 1191 1177 1236">-</td> <td data-bbox="1225 1191 1278 1236">Make request</td> </tr> </tbody> </table>	Case	Listing type	Sitting	Status	Last message	Action	Grahame Hendricks v Penny Chong 201600000074	Defence Callover	3/02/2016 9:30 AM AEDT	Consent pending	-	Consent or Counter	Jones Jennifer v Julian Gaston 201600000080	Defence Callover	10/02/2016 9:30 AM AEDT	Consent pending	Diana Hilliers 7/01/2016, 2:38 PM AEDT	-	Jane Murphy v Guido DiChristo 201600000082	Defence Callover	10/02/2016 9:30 AM AEDT	Consent pending	-	Consent or Counter	Angela Agostini v Philippa Giannino 201600000083	Defence Callover	10/02/2016 9:30 AM AEDT	Consent pending	-	-	Peta Mancini v Yousef Pekkanen 201600000084	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Make request
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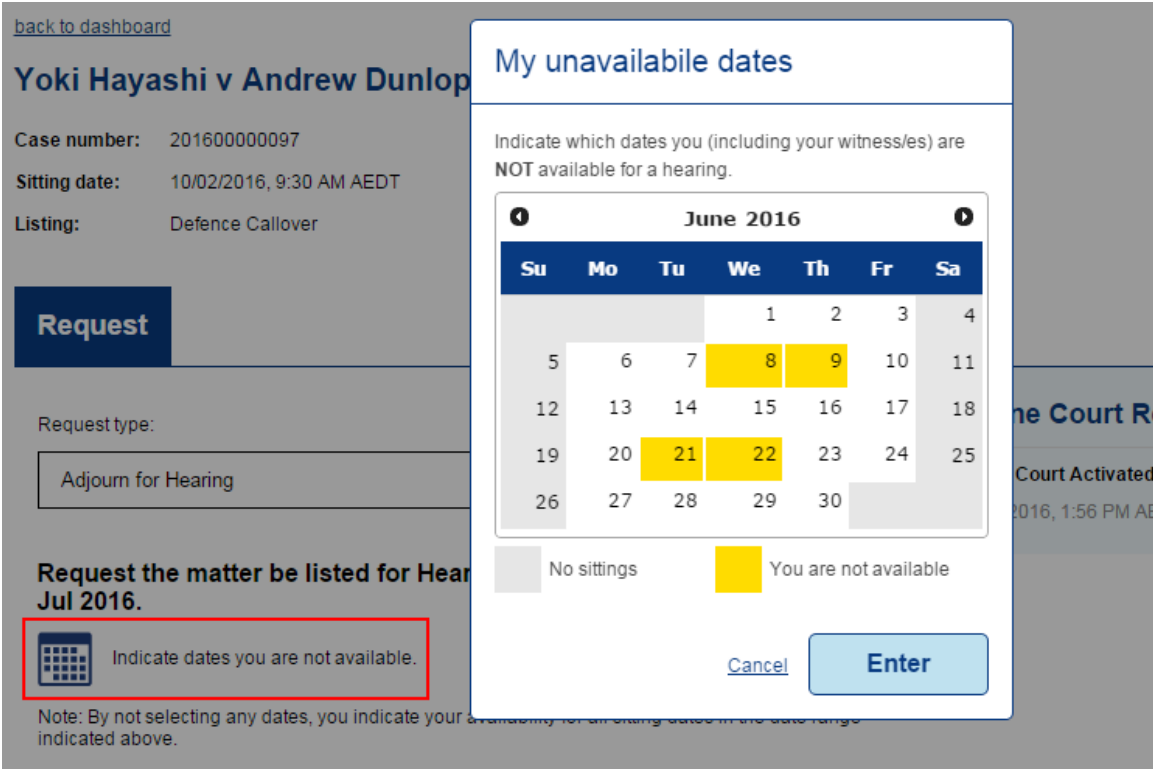
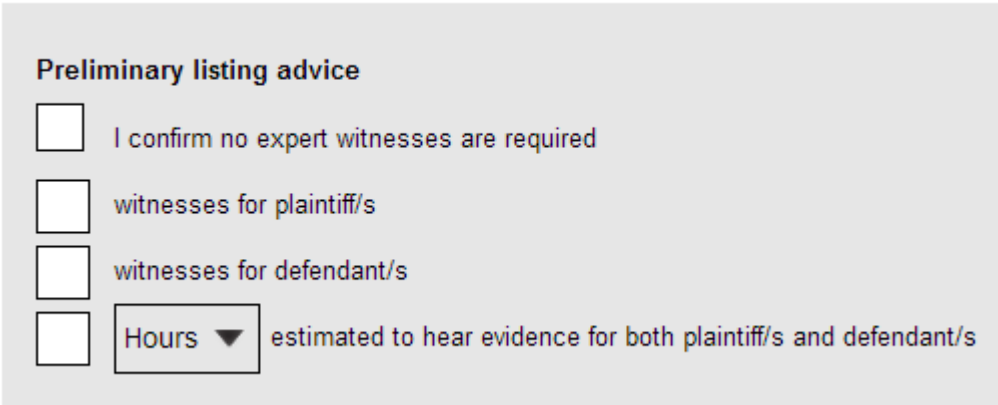
Step	Action
2	<p>The <i>Request</i> screen displays.</p> <p>From the Request type drop down list, select Adjourn for expert evidence Directions.</p> <p>back to dashboard</p> <h3>John Parker v Judy Gates</h3> <p>Case number: 201500025921</p> <p>Sitting date: 7/10/2015, 9:00 AM</p> <p>Listing: Call-over</p> <div style="border: 1px solid #0056b3; padding: 5px; margin-top: 10px;"> <p>Request</p> <hr/> <p>Request type:</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 2px;">Select request ▼</div> <div style="border: 1px solid #ccc; padding: 2px;"> <p>Select request</p> <p>Adjourn for further Call-over</p> <p style="background-color: #0070c0; color: white;">Adjourn for expert evidence Directions</p> <p>Adjourn for Hearing</p> <p>Other</p> </div> </div>
3	<p>To select the Date for adjournment, click the calendar icon.</p> <div style="border: 1px solid #0056b3; padding: 5px; margin-top: 10px;"> <p>Request</p> <hr/> <p>Request type:</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 2px;">Adjourn for expert evidence Directions ▼</div> </div> <p>Request the matter be adjourned for expert evidence Directions to <select date></p> <div style="border: 1px solid #0056b3; padding: 5px; margin-top: 10px; display: inline-block;">  Date for adjournment </div>
	<p>Only the dates available for Sydney will display in the calendar.</p>



Step	Action
4	<p>If you require additional order(s), click Additional orders sought. Select the orders required from the drop down list, then click Add.</p> <p>Additional orders sought:</p> <div data-bbox="296 421 1417 898"> <p>The screenshot shows a dropdown menu with the text 'Select order' and a downward arrow. The menu is open, displaying a list of options: 'Select order', 'Leave to file Amended Statement of Claim', 'Leave to file Defence to Amended Statement of Claim', 'Leave to file Defence to Amended Statement of Claim and file Cross Claim', 'Leave to file Cross Claim', 'Leave to file Defence to Cross Claim', 'Leave to file Amended Cross Claim', 'Leave to file Amended Defence', 'Leave to file Amended Defence and file Cross Claim', 'Defendant/s request further and better particulars', 'Plaintiff/s request further and better particulars', 'Cross defendant/s request further and better particulars', 'Cross claimant/s request further and better particulars', and 'Other'. The 'Select order' option is highlighted in blue. To the right of the dropdown is a grey 'Add' button.</p> </div>
	<p>If the additional order you require is not specified in the list, select other, then type the details into the free text field that will display.</p>
5	<p>Enter the Reasons for submitting this request. If required, attach applicable PDF documents by clicking Attach file. Click Submit request.</p> <p>Reasons for submitting this request:</p> <div data-bbox="284 1245 900 1603"> <p>The screenshot shows a large empty text input field. Below it is a dashed-line box containing a paperclip icon and the text 'Attach file (PDF, < 5MB)'. In the bottom right corner of the step area, there is a 'Cancel' link and a blue 'Submit request' button with a red border.</p> </div>


Step	Action
6	<p>The request has been sent and is now awaiting consent (or a counter) from the opposing party.</p> <div data-bbox="268 367 539 430"> <p>Request Messages</p> </div> <p data-bbox="284 454 453 477">Status: Consent pending</p> <p data-bbox="284 497 925 542">Request the matter be adjourned for expert evidence Directions to 8 Mar 2016</p> <p data-bbox="284 575 545 598">Reasons for submitting this request:</p> <p data-bbox="284 604 711 627">Further and better particulars not provided so expert is required</p> <hr data-bbox="284 660 925 665"/> <div data-bbox="272 685 579 768" style="border: 1px solid red; padding: 2px;"> <p data-bbox="284 696 453 719">Awaiting consent from:</p> <p data-bbox="284 730 558 752">  Diana Hilliers (for Yousef Pekkanen) </p> </div> <div data-bbox="596 790 927 840" style="display: flex; justify-content: space-around; margin-top: 20px;"> <div data-bbox="596 790 751 840" style="border: 1px solid gray; padding: 5px 15px; background-color: #f0f0f0;">Counter</div> <div data-bbox="772 790 927 840" style="border: 1px solid gray; padding: 5px 15px; background-color: #f0f0f0;">Consent</div> </div> <div data-bbox="995 434 1401 763" style="border: 1px solid #add8e6; padding: 10px; margin-top: 20px; background-color: #e6f2ff;"> <p data-bbox="1011 456 1232 479">Online Court Record</p> <hr data-bbox="1011 492 1385 497"/> <p data-bbox="1011 506 1385 528">Request submitted by Michael Lee (for Peta Mancini)</p> <p data-bbox="1011 535 1385 573">Request the matter be adjourned for expert evidence Directions to 8 Mar 2016</p> <p data-bbox="1011 582 1254 604">Reasons for submitting this request:</p> <p data-bbox="1011 611 1385 649">Further and better particulars not provided so expert is required</p> <p data-bbox="1011 658 1197 680">13/01/2016, 2:22 PM AEDT</p> <hr data-bbox="1011 685 1385 689"/> <p data-bbox="1011 696 1174 719">Online Court Activated</p> <p data-bbox="1011 725 1197 748">12/01/2016, 9:56 AM AEDT</p> </div>

Request adjournment for Hearing

Step	Action																		
	<p>All parties must opt-in before a request can be made in the Online Court.</p>																		
<p>1</p>	<p>From the dashboard – Defence Call-over tab, click Make request.</p> <p>Online Court</p> <p>Online court list <input type="text" value="All"/></p> <p>Active listings Historical cases</p> <table border="1"> <thead> <tr> <th>Case</th> <th>Listing type</th> <th>Sitting</th> <th>Status</th> <th>Last message</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>Trent Rogers v PeterSales 201600000096</td> <td>Defence Callover</td> <td>10/02/2016 9:30 AM AEDT</td> <td>-</td> <td>-</td> <td>Opt in</td> </tr> <tr> <td>Yoki Hayashi v Andrew Dunlop 201600000097</td> <td>Defence Callover</td> <td>10/02/2016 9:30 AM AEDT</td> <td>-</td> <td>-</td> <td>Make request ></td> </tr> </tbody> </table>	Case	Listing type	Sitting	Status	Last message	Action	Trent Rogers v PeterSales 201600000096	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Opt in	Yoki Hayashi v Andrew Dunlop 201600000097	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Make request >
Case	Listing type	Sitting	Status	Last message	Action														
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Yoki Hayashi v Andrew Dunlop 201600000097	Defence Callover	10/02/2016 9:30 AM AEDT	-	-	Make request >														
<p>2</p>	<p>The <i>Request</i> screen displays. From the Request type drop down list, select Adjourn for Hearing.</p> <p>Request</p> <p>Request type:</p> <ul style="list-style-type: none"> Select request Select request Adjourn for further Call-over Adjourn for expert evidence Directions Adjourn for Hearing Other <p>Select order <input type="text" value="Select order"/></p> <p><input type="button" value="Add"/></p>																		

Step	Action
3	<p>The <i>listing details</i> display.</p> <p>Click the calendar icon to select any dates you are NOT available for a hearing date. The calendar will display dates from 15 to 30 weeks in advance of the current listed call over date</p>  <p>The screenshot shows a web interface for a case listing. The case is 'Yoki Hayashi v Andrew Dunlop' with case number 201600000097, sitting date 10/02/2016, 9:30 AM AEDT, and listing 'Defence Callover'. A 'Request' button is visible, and a 'Request the matter be listed for Hearing Jul 2016.' section contains a calendar icon and the text 'Indicate dates you are not available.' A modal dialog titled 'My unavailable dates' is open, showing a calendar for June 2016. The calendar has columns for Su, Mo, Tu, We, Th, Fr, Sa. Dates 8, 9, 21, and 22 are highlighted in yellow. A legend below the calendar shows a grey square for 'No sittings' and a yellow square for 'You are not available'. The dialog has 'Cancel' and 'Enter' buttons.</p>
4	<p>Complete the Preliminary listing advice.</p> <p>Tick the box to confirm there are no expert witnesses required.</p> <p>Enter the number of witnesses for plaintiff/s.</p> <p>Enter the number of witnesses for defendant/s.</p> <p>Enter the number of hours estimated to hear evidence.</p>  <p>The screenshot shows a 'Preliminary listing advice' form. It contains four input fields: a checkbox for 'I confirm no expert witnesses are required', a text box for 'witnesses for plaintiff/s', a text box for 'witnesses for defendant/s', and a dropdown menu for 'Hours' followed by a text box for 'estimated to hear evidence for both plaintiff/s and defendant/s'.</p>

Step	Action
5	<p>If you require additional order(s), click Additional orders sought. Select the orders required from the drop down list, then click Add.</p> <p>Additional orders sought:</p> <div data-bbox="296 423 1471 931" style="border: 1px solid black; padding: 5px;"> <div style="display: flex; align-items: center;"> <div style="flex: 1;"> <p>Select order ▼</p> <ul style="list-style-type: none"> Select order Leave to file Amended Statement of Claim Leave to file Defence to Amended Statement of Claim Leave to file Defence to Amended Statement of Claim and file Cross Claim Leave to file Cross Claim Leave to file Defence to Cross Claim Leave to file Amended Cross Claim Leave to file Amended Defence Leave to file Amended Defence and file Cross Claim Defendant/s request further and better particulars Plaintiff/s request further and better particulars Cross defendant/s request further and better particulars Cross claimant/s request further and better particulars Other </div> <div style="border-left: 1px solid black; border-right: 1px solid black; padding: 0 10px; text-align: center;"> <p>Add</p> </div> </div> </div>
	<p>If the additional order you require is not specified in the list, select other, then type the details into the free text field that will display.</p>
6	<p>Enter the Reasons for submitting this request. If required, attach applicable PDF documents by clicking Attach file. Click Submit request.</p> <p>Reasons for submitting this request:</p> <div data-bbox="285 1285 906 1541" style="border: 1px solid black; height: 114px; width: 389px;"></div> <div data-bbox="285 1554 906 1648" style="border: 1px dashed black; padding: 5px; margin-top: 5px;"> <p> Attach file (PDF, < 5MB)</p> </div> <div style="text-align: right; margin-top: 20px;"> <p>Cancel Submit request</p> </div>

Step	Action
7	<p>The request has been sent and is now awaiting consent (or a counter) from the opposing party.</p> <p>Yoki Hayashi v Andrew Dunlop</p> <p>Case number: 201600000097 Sitting date: 10/02/2016, 9:30 AM AEDT Listing: Defence Callover</p> <div style="display: flex; justify-content: space-between; margin-bottom: 10px;"> <div style="background-color: #004a99; color: white; padding: 5px 10px; border-radius: 3px;">Request</div> <div style="background-color: #d3d3d3; padding: 5px 10px; border-radius: 3px;">Messages</div> </div> <p>Status: Consent pending</p> <p>Request the matter be listed for Hearing between 04 May 2016 and 13 Jul 2016.</p> <p>Reasons for submitting this request: Matter cannot be settled outside of court</p> <p>Preliminary listing advice:</p> <ul style="list-style-type: none"> No expert witness/es are required 2 Witness/es for plaintiff/s 2 Witness/es for defendant/s 3 Hours estimated to hear evidence for both plaintiff/s and defendant/s <hr style="border: 0.5px solid #ccc; margin: 10px 0;"/> <div style="border: 1px solid red; padding: 5px; margin-bottom: 10px;"> <p>Awaiting consent from:  Diana Hilliers (for Andrew Dunlop)</p> </div> <div style="display: flex; justify-content: center; gap: 20px;"> <div style="background-color: #d3d3d3; padding: 10px 20px; border-radius: 5px;">Counter</div> <div style="background-color: #d3d3d3; padding: 10px 20px; border-radius: 5px;">Consent</div> </div> <div style="background-color: #e6f2ff; padding: 10px; margin-top: 10px; border: 1px solid #d3d3d3;"> <p>Online Court Record</p> <hr style="border: 0.5px solid #d3d3d3;"/> <p>Request submitted by Michael Lee (for Yoki Hayashi)</p> <p>Request the matter be listed for Hearing between 04 May 2016 and 13 Jul 2016.</p> <p>Reasons for submitting this request: Matter cannot be settled outside of court</p> <p>Preliminary listing advice:</p> <ul style="list-style-type: none"> No expert witnesses are required 2 Witness/es for plaintiff/s 2 Witness/es for defendant/s 3 Hours estimated to hear evidence for both plaintiff/s and defendant/s <p>13/01/2016, 2:34 PM AEDT</p> <hr style="border: 0.5px solid #d3d3d3;"/> <p>Online Court Activated</p> <p>13/01/2016, 1:56 PM AEDT</p> </div>

Consent or counter a request

Each request submitted in the Online Court will automatically be forwarded to the solicitors for the opposing party(s) who may consent to the request, or, if they wish to propose an alternative request or orders, may counter the initial request.

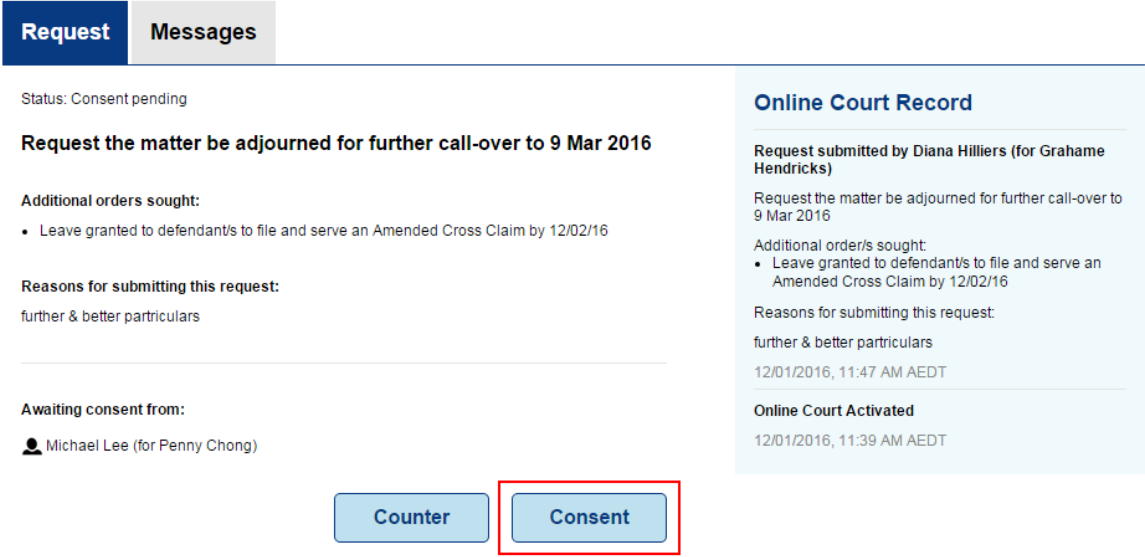

A counter request or consent to a request should be responded to **3pm Tuesday**. An automatic email will be forwarded to the opposing solicitor on the record each time a consent or counter request is submitted.

Requests which have not been responded to or have been countered will remain in a request status of 'Consent pending' until all parties have consented. When all parties have consented to a request the request status will change to 'Orders pending', and will be ready for the Registrar to process.

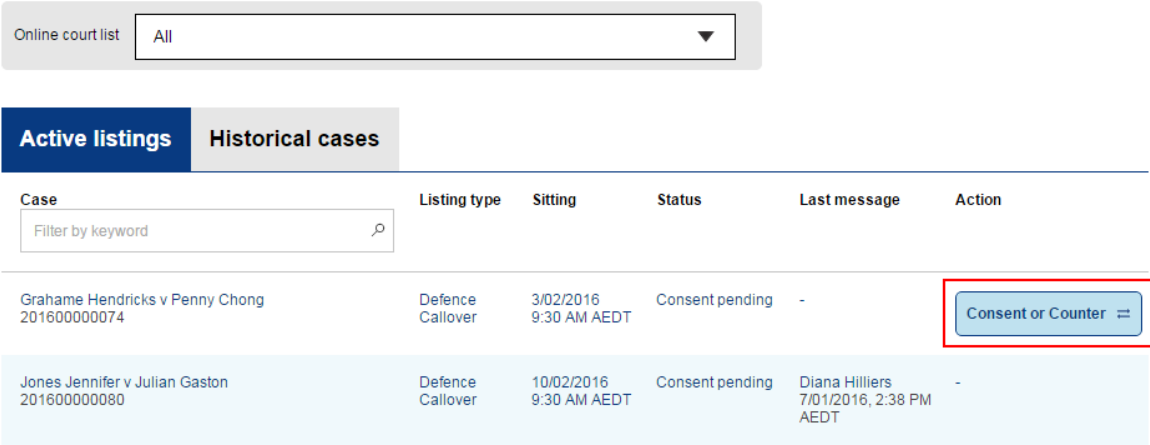
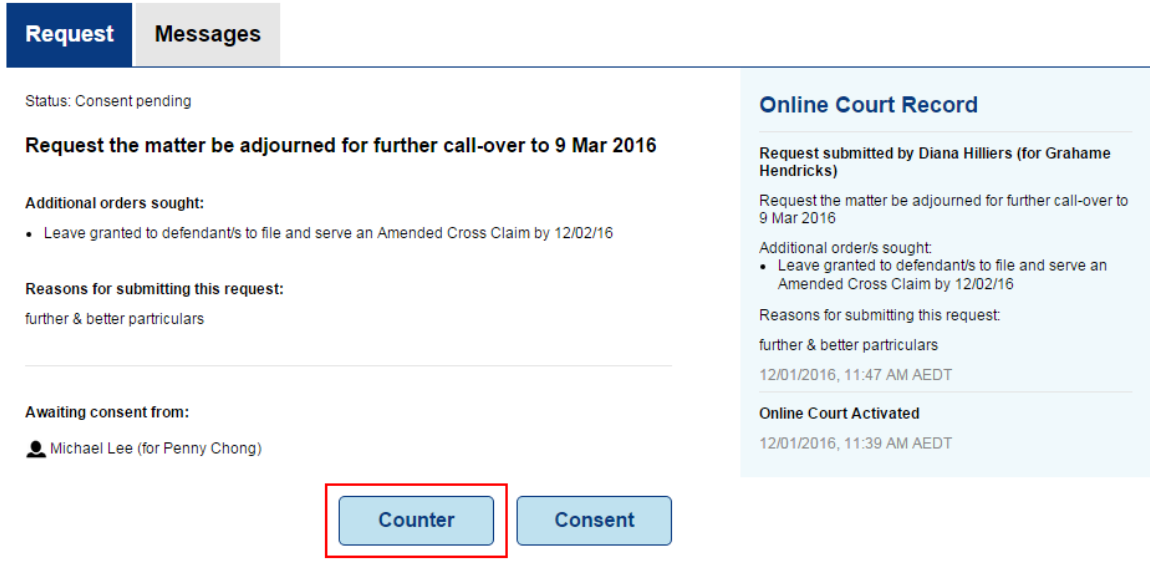
As far as practicable, all parties will have communicated between themselves and come to an agreed position as to the orders sought prior to submitting a request in the Online Court. The opposing party will then be in a position to quickly deal with the request by consenting to the request. Any terms agreed between the parties should be included as orders sought in the online request.


Consent a request

Step	Action																		
1	<p>From the dashboard – Defence Call-over tab, click Consent / Counter.</p> <p>Online Court</p> <p>Online court list All ▼</p> <p>Active listings Historical cases</p> <table border="1"><thead><tr><th>Case</th><th>Listing type</th><th>Sitting</th><th>Status</th><th>Last message</th><th>Action</th></tr></thead><tbody><tr><td>Grahame Hendricks v Penny Chong 201600000074</td><td>Defence Callover</td><td>3/02/2016 9:30 AM AEDT</td><td>Consent pending</td><td>-</td><td>Consent or Counter ⇄</td></tr><tr><td>Jones Jennifer v Julian Gaston 201600000080</td><td>Defence Callover</td><td>10/02/2016 9:30 AM AEDT</td><td>Consent pending</td><td>Diana Hilliers 7/01/2016, 2:38 PM AEDT</td><td>-</td></tr></tbody></table>	Case	Listing type	Sitting	Status	Last message	Action	Grahame Hendricks v Penny Chong 201600000074	Defence Callover	3/02/2016 9:30 AM AEDT	Consent pending	-	Consent or Counter ⇄	Jones Jennifer v Julian Gaston 201600000080	Defence Callover	10/02/2016 9:30 AM AEDT	Consent pending	Diana Hilliers 7/01/2016, 2:38 PM AEDT	-
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Step	Action
2	<p>Review the request made by the opposing party. If you agree to the request, click Consent. The matter can then be reviewed by the Registrar and appropriate orders made.</p>  <p>The screenshot shows a user interface with two tabs: 'Request' (active) and 'Messages'. The status is 'Consent pending'. The main heading is 'Request the matter be adjourned for further call-over to 9 Mar 2016'. Under 'Additional orders sought', there is a bullet point: 'Leave granted to defendant/s to file and serve an Amended Cross Claim by 12/02/16'. Under 'Reasons for submitting this request', it says 'further & better particulars'. At the bottom, it says 'Awaiting consent from: Michael Lee (for Penny Chong)'. There are two buttons: 'Counter' and 'Consent', with the 'Consent' button highlighted by a red box. On the right, there is a 'Online Court Record' section with details of the request and activation.</p>
	<p>Note that Online Court matters may be reviewed by the Registrar immediately; the 28 day time period does not apply to Online Court matters.</p>

Counter a request

Step	Action
1	<p>Click Consent / Counter.</p> <p>Online Court</p>  <p>The screenshot shows the 'Online Court' interface. At the top, there is a dropdown menu for 'Online court list' set to 'All'. Below this are two tabs: 'Active listings' (selected) and 'Historical cases'. A search bar labeled 'Filter by keyword' is present. A table lists cases with columns: Case, Listing type, Sitting, Status, Last message, and Action. The first case, 'Grahame Hendricks v Penny Chong', has a 'Consent or Counter' button highlighted with a red box. The second case, 'Jones Jennifer v Julian Gaston', is also visible.</p>
2	<p>Review the request made by the opposing party.</p> <p>If you do not agree with the request, you have the opportunity to counter the request.</p> <p>Click Counter.</p>  <p>The screenshot shows the 'Request' screen. It has two tabs: 'Request' (selected) and 'Messages'. The status is 'Consent pending'. The request is titled 'Request the matter be adjourned for further call-over to 9 Mar 2016'. It lists 'Additional orders sought' and 'Reasons for submitting this request'. At the bottom, it says 'Awaiting consent from: Michael Lee (for Penny Chong)'. There are two buttons: 'Counter' (highlighted with a red box) and 'Consent'. On the right, there is an 'Online Court Record' section with details of the request and activation.</p>
4	<p>The <i>Request</i> screen displays.</p> <p>Complete the request fields as required.</p> <p>Click Submit.</p>
5	<p>The counter request has been submitted and the opposing party will be notified by email that the counter request has been made.</p> <p>The case will now display in the status of 'Consent pending' and is waiting for the opposing party to either consent to your request or counter it.</p>

Step	Action
 A yellow sticky note icon with the word "NOTE" written in black, pinned with two red pushpins.	<p>There is no limit to the amount of times a request can be countered.</p> <p>Online Court matters may be reviewed by the Registrar as soon as a consent is given; the 28 day time period does not apply to Online Court matters.</p>

Costs (no response to a request/counter request)

In the instance where a party opts-in to the Online Court, and then fails to respond to a request or counter request, resulting in all parties having to attend the in-person Call-over, the registrar may consider an application for costs. These costs may include those associated with attending the in-person Call-over and/or costs for preparing the Online Court request.

In determining the costs application the registrar may take into account:

- Any failure of a party to respond to a request (s 56(5) CPA)
- Whether the in-person court appearance could have been avoided if a party had responded to an Online Court request
- Whether there is a reasonable explanation for not responding are matters to be taken into account on the question of costs.

Supreme Court Requests

Requests overview

The Online Court is an electronic service that may be used for the NSW Supreme Court Corporations Registrar's Directions List. This includes making online requests such as:

- Adjourn for further directions
- Ready to proceed
- Adjourn for hearing
- Refer to Judges List
- Other


Request deadlines

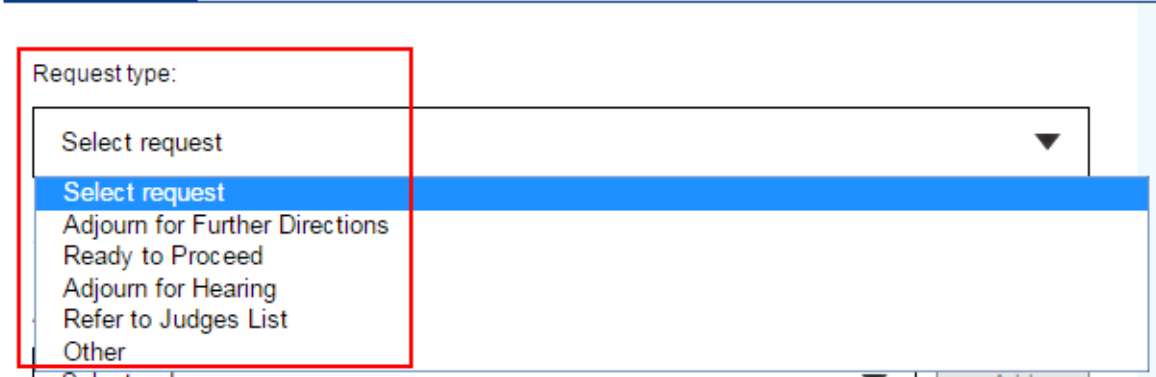
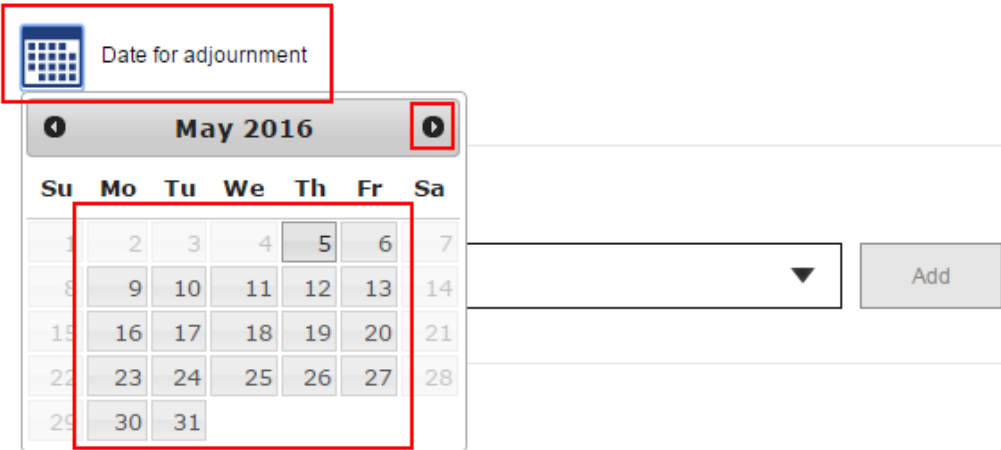
The deadline for submitting a request in the Online Court will be **12 noon the day before the case is next listed for Directions**. It will not be possible to make a request after this time and the matter will proceed to the in-person listing.


An Online Court request may be terminated at any time by the registrar and the proceedings listed for resolution at an in-person listing. The termination of an Online Court request will not prevent the lodgement of a new request by practitioners or their delegates.

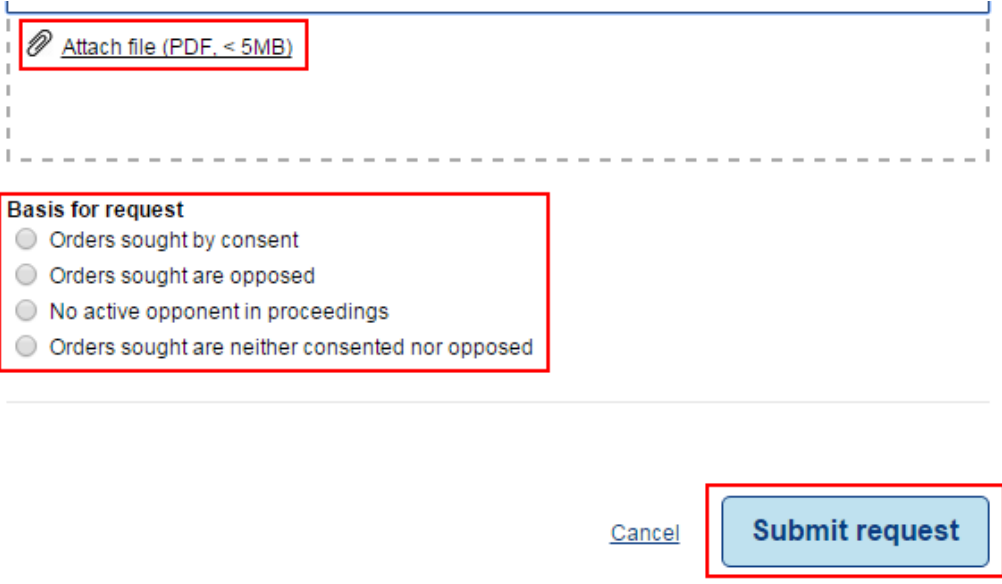

Documents can be attached as part of a request or attached to a message. Any attached documents will be viewable by the opposing party and the registrar. Where solicitors (or their delegates) require documents to be formally filed, they should do so via the Online Registry Website and not via the Online Court.

Supreme Court Corporations Registrar's Directions List

Step	Action																																				
	For winding up matters, you may have to wait 28 days before your matter is available in the Online Court.																																				
1	<p>Click Make request.</p> <p>Online Court</p> <p>Online court list: Corporations List, Civil, Supreme Court, Sydney ▼</p> <p>Active listings Historical cases</p> <table border="1"> <thead> <tr> <th data-bbox="277 763 660 786">Case</th> <th data-bbox="679 763 772 786">Listing type</th> <th data-bbox="791 763 852 786">Sitting</th> <th data-bbox="911 763 971 786">Status</th> <th data-bbox="1050 763 1158 786">Last message</th> <th data-bbox="1203 763 1254 786">Action</th> </tr> </thead> <tbody> <tr> <td data-bbox="277 792 660 831"> <input type="text" value="Filter by keyword"/> </td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td data-bbox="277 864 660 902"> In the matter of Equity General 201600003837 </td> <td data-bbox="679 864 772 920"> Directions (Corporation List Registrar) </td> <td data-bbox="791 864 852 902"> 6/05/2016 9:00 AM AEST </td> <td data-bbox="911 864 971 887">-</td> <td data-bbox="1050 864 1158 887">-</td> <td data-bbox="1203 864 1385 909"> Make request > </td> </tr> <tr> <td data-bbox="277 949 660 987"> In the matter of Glover Strategies 201600003838 </td> <td data-bbox="679 949 772 1005"> Directions (Corporation List Registrar) </td> <td data-bbox="791 949 852 987"> 9/05/2016 9:00 AM AEST </td> <td data-bbox="911 949 971 972">-</td> <td data-bbox="1050 949 1158 972">-</td> <td data-bbox="1203 949 1394 994"> Make request > </td> </tr> <tr> <td data-bbox="277 1039 660 1077"> In the matter of Holme Franks Partners 201600003643 </td> <td data-bbox="679 1039 772 1095"> Directions (Corporation List Registrar) </td> <td data-bbox="791 1039 852 1077"> 12/05/2016 9:00 AM AEST </td> <td data-bbox="911 1039 971 1061">-</td> <td data-bbox="1050 1039 1158 1061">-</td> <td data-bbox="1203 1039 1385 1084"> Make request > </td> </tr> <tr> <td data-bbox="277 1128 660 1167"> In the matter of Professional Traders Pty Limited 201600004107 </td> <td data-bbox="679 1128 772 1184"> Directions (Corporation List Registrar) </td> <td data-bbox="791 1128 852 1167"> 12/05/2016 9:00 AM AEST </td> <td data-bbox="911 1128 971 1151">Not yet active</td> <td data-bbox="1050 1128 1158 1151">-</td> <td data-bbox="1203 1128 1385 1151">-</td> </tr> </tbody> </table>	Case	Listing type	Sitting	Status	Last message	Action	<input type="text" value="Filter by keyword"/>						In the matter of Equity General 201600003837	Directions (Corporation List Registrar)	6/05/2016 9:00 AM AEST	-	-	Make request >	In the matter of Glover Strategies 201600003838	Directions (Corporation List Registrar)	9/05/2016 9:00 AM AEST	-	-	Make request >	In the matter of Holme Franks Partners 201600003643	Directions (Corporation List Registrar)	12/05/2016 9:00 AM AEST	-	-	Make request >	In the matter of Professional Traders Pty Limited 201600004107	Directions (Corporation List Registrar)	12/05/2016 9:00 AM AEST	Not yet active	-	-
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Step	Action
2	<p>The <i>Request</i> screen displays</p> <p>Select a Request type from the drop down list.</p> <p>In the matter of Glover Strategies</p> <p>Case number: 201600003838</p> <p>Sitting date: 9/05/2016, 9:00 AM AEST</p> <p>Listing: Directions (Corporation List Registrar)</p> <p>Request</p> 
3	<p>A calendar will display.</p> <p>Note that this calendar may display different dates depending on the Request type selected. It may also provide the option to select your 'unavailable dates' if a hearing request type was selected.</p> <p>Select the Date for the adjournment in the calendar. If a listing is already full, it will not be available in the calendar.</p> <p>Request the matter be listed for further Directions on <select date></p> 

Step	Action
4	<p>If required, select an additional order, then click Add</p> <p>Request the matter be listed for further Directions on 15 Jun 2016</p> <p> 15 Jun 2016</p> <hr/> <p>Additional orders sought:</p> <div data-bbox="287 568 1270 748" style="border: 1px solid #ccc; padding: 5px;"> <div style="border: 1px solid #ccc; padding: 2px;"> Select order ▼ </div> <div style="border: 1px solid #ccc; padding: 2px; background-color: #e0f0ff;"> Select order </div> <div style="border: 1px solid #ccc; padding: 2px;"> Other </div> </div> <div data-bbox="1072 613 1232 698" style="border: 1px solid #ccc; padding: 2px; margin-left: 10px;"> Add </div>

Step	Action
6	<p>If required, attach any supporting documents, or and consent orders. Select the Basis for your request. Click Submit request.</p>  <p>The screenshot shows a form with the following elements:</p> <ul style="list-style-type: none"> An "Attach file (PDF, < 5MB)" button with a paperclip icon, highlighted with a red box. A "Basis for request" section with four radio button options, highlighted with a red box: <ul style="list-style-type: none"> <input type="radio"/> Orders sought by consent <input type="radio"/> Orders sought are opposed <input type="radio"/> No active opponent in proceedings <input type="radio"/> Orders sought are neither consented nor opposed A "Cancel" link. A blue "Submit request" button, highlighted with a red box.
	<p>Your request has been made. Depending on the basis of the request selected, your request will either be waiting orders by the registrar, or waiting on consent from the opposing parties. Parties will be notified by email when an order has been created</p>

Land and Environment Court Requests

Requests overview

The Online Court is an electronic service that may be used for the NSW Land and Environment Court lists. The NSW Online Court service replaces the previous eCourt service,

When the decision maker deals with requests in the online court, it will (in most instances) result in a vacation of the currently listed in-person sitting. This will mean that parties will not be required to physically attend the vacated listing.

Clients can make the following requests via the Online Court:

- Aboriginal Land Claims List
- Case Management Conference
- Class 3 Directions Hearing
- Class 4 Directions Hearing
- Class 8 Directions Hearing
- Costs Hearing
- Hearing
- Land Valuation and Compensation List
- Mediation
- Notice to Produce List
- Online court – Request required
- Other
- Registrar Directions Hearing
- Return of Subpoena
- S34 Conciliation Conference
- S34AA Conciliation and Hearing
- S41 Conciliation and Hearing
- Slip Rule Amendment
- Tree Directions Conference
- Variation to Timetable

Clients can then request the following additional orders sought:

- Individual expert report(s) by both parties
- Joint expert report(s)
- Applicant's individual expert report(s)
- Respondent's individual expert report(s)
- Applicant's Points of Claim (Class 4/8)

- Respondent's Points of Claim (Class 4/8)
- Applicant's affidavit evidence
- Respondent's affidavit evidence
- Provision of documents for conciliation conferences
- Applicant's Statement of Facts and Contentions
- Respondent's Statement of Facts and Contentions
- Respondent's Bundle of Documents and Conditions (Class 1)
- Respondent's List of Objectors (Class 1)
- Applicant's Conditions (Class 1)
- Applicant's written submissions
- Respondent's written submissions
- Liberty to restore
- Other

An Online Court request may be terminated at any time by the decision maker and the proceedings listed for resolution at an in-person listing. The termination of an Online Court request will not prevent the lodgement of a new request by practitioners or their delegates.

When there are multiple future listing dates on a case, the closest listing date will apply for the Online Court request. If a party wants to make a request on a later listing, they must wait for the first listing to pass the cut off time before making their request in the Online Court.

If a party needs to make an additional request before the initial request has been completed, they should do this through the Online Court Messages tab, and include attached supporting material where relevant.


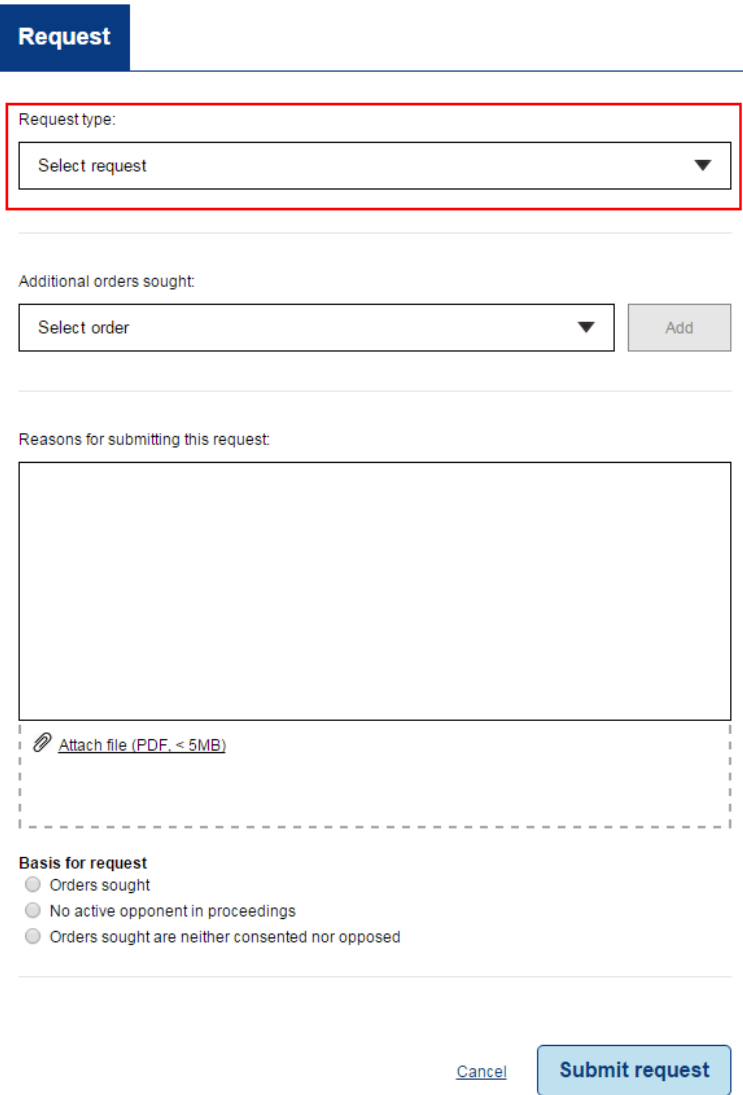
Documents can be attached as part of a request or attached to a message. Any attached documents will be viewable by the opposing party and the registrar. Where solicitors (or their delegates) require documents to be formally filed, they should do so via the Online Registry Website and not via the Online Court.



Request deadlines


The deadline for submitting a request in the Online Court will be **12 noon the day before the case is next listed; this applies to both online court listings and in-person listings.**

It will not be possible to make a request after this time and the matter will proceed to the in-person listing.

Land and Environment Court Registrar Directions Hearing

Step	Action																														
1	<p>Click Make request.</p>  <p>The screenshot shows a list of four court cases. The 'Make request >' button for the case 'Gregory James v Ryde City Council' is highlighted with a red box. The other cases have 'Consent or Counter' buttons.</p> <table border="1"> <thead> <tr> <th>Case Name</th> <th>Hearing Type</th> <th>Date</th> <th>Time</th> <th>Status</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>Rayne Thompson v Parramatta City Council 201600003015</td> <td>Registrar Directions Hearing</td> <td>7/06/2016</td> <td>9:00 AM AEST</td> <td>Consent pending</td> <td>Consent or Counter</td> </tr> <tr> <td>Pedro Cortez v Parramatta City Council 201600003016</td> <td>Registrar Directions Hearing</td> <td>7/06/2016</td> <td>9:00 AM AEST</td> <td>Orders pending</td> <td>-</td> </tr> <tr> <td>Gregory James v Ryde City Council 201600003064</td> <td>Registrar Directions Hearing</td> <td>8/06/2016</td> <td>9:00 AM AEST</td> <td>-</td> <td>Make request ></td> </tr> <tr> <td>Jose Kolina v Julieanne Bradshaw 201600000377</td> <td>Costs Hearing</td> <td>21/06/2016</td> <td>10:00 AM AEST</td> <td>Consent pending</td> <td>Consent or Counter</td> </tr> </tbody> </table>	Case Name	Hearing Type	Date	Time	Status	Action	Rayne Thompson v Parramatta City Council 201600003015	Registrar Directions Hearing	7/06/2016	9:00 AM AEST	Consent pending	Consent or Counter	Pedro Cortez v Parramatta City Council 201600003016	Registrar Directions Hearing	7/06/2016	9:00 AM AEST	Orders pending	-	Gregory James v Ryde City Council 201600003064	Registrar Directions Hearing	8/06/2016	9:00 AM AEST	-	Make request >	Jose Kolina v Julieanne Bradshaw 201600000377	Costs Hearing	21/06/2016	10:00 AM AEST	Consent pending	Consent or Counter
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2	<p>The <i>Request</i> screen displays. Select a Request type from the drop down list.</p>  <p>The screenshot shows the 'Request' form. The 'Request type' dropdown menu is highlighted with a red box. Below it are fields for 'Additional orders sought' and 'Reasons for submitting this request'. At the bottom, there are radio buttons for 'Basis for request' and 'Submit request' and 'Cancel' buttons.</p> <p>Request</p> <p>Request type: Select request ▼</p> <p>Additional orders sought: Select order ▼ Add</p> <p>Reasons for submitting this request: [Empty text area]</p> <p>Attach file (PDF, < 5MB)</p> <p>Basis for request</p> <ul style="list-style-type: none"> <input type="radio"/> Orders sought <input type="radio"/> No active opponent in proceedings <input type="radio"/> Orders sought are neither consented nor opposed <p>Cancel Submit request</p>																														

Step	Action
	<p>Request types include the following:</p> <p>Request type:</p> <div data-bbox="276 376 1398 1093" style="border: 1px solid black; padding: 5px;"> <p>Select request ▼</p> <p>Select request</p> <p>Aboriginal Land Claims List</p> <p>Case Management Conference</p> <p>Class 3 Directions Hearing</p> <p>Class 4 Directions Hearing</p> <p>Class 8 Directions Hearing</p> <p>Costs Hearing</p> <p>Hearing</p> <p>Land Valuation and Compensation List</p> <p>Mediation</p> <p>Mention</p> <p>Notice to Produce List</p> <p>Online court - Request required</p> <p>Other</p> <p>Registrar Directions Hearing</p> <p>Return of Subpoena</p> <p>s34 Conciliation Conference</p> <p>s34AA Conciliation and Hearing</p> <p>s41A Conciliation and Hearing</p> <p>Slip rule amendment</p> </div>
3	<p>Once a request type has been selected a calendar will display.</p> <p>This calendar will be different depending on the request type selected. If a listing is full, the date will not be available in the calendar. If a Hearing request type is selected, the calendar will require you to select 'unavailable dates'.</p> <div data-bbox="284 1317 1374 1839" style="border: 1px solid black; padding: 10px;"> <div style="background-color: #0056b3; color: white; padding: 5px; display: inline-block;">Request</div> <hr style="border: 0.5px solid #0056b3; margin-top: 5px;"/> <p>Request type:</p> <div data-bbox="312 1518 1347 1585" style="border: 1px solid black; padding: 2px;"> <p>Registrar Directions Hearing ▼</p> </div> <p>Request the matter be listed for Registrar Directions Hearing on <select date></p> <div data-bbox="304 1738 636 1839" style="border: 2px solid red; padding: 5px; display: inline-block;">  Date for adjournment </div> </div>

Step	Action
4	<p>If required add additional order(s) from the drop down list.</p> <p>Additional orders sought:</p> <div data-bbox="288 378 1385 1041" style="border: 1px solid black; padding: 5px;"> <div style="display: flex; align-items: center;"> <div style="flex: 1;"> <p>Select order ▼</p> <ul style="list-style-type: none"> Select order Individual expert report(s) by both parties Joint expert report(s) Applicant's individual expert report(s) Respondent's individual expert report(s) Applicant's Points of Claim (Class 4/8) Respondent's Points of Claim (Class 4/8) Applicant's affidavit evidence Respondent's affidavit evidence Provision of documents for conciliation conferences Applicant's Statement of Facts and Contentions Respondent's Statement of Facts and Contentions Respondent's Bundle of Documents and Conditions (Class 1) Respondent's List of Objectors (Class 1) Applicant's Conditions (Class 1) Applicant's written submissions Respondent's written submissions Liberty to restore Other </div> <div style="margin-left: 10px;"> <p>Add</p> </div> </div> </div>
5	<p>Enter your Reasons for submitting this request.</p> <p>If required, you can attach documents to the request by clicking Attach file; for example consent orders or supporting documents.</p> <p>Reasons for submitting this request:</p> <div data-bbox="276 1285 1385 1682" style="border: 1px solid black; height: 177px; width: 695px;"></div> <div data-bbox="276 1688 1385 1854" style="border: 1px dashed black; padding: 5px; margin-top: 10px;">  Attach file (PDF, < 5MB) </div>

Step	Action
6	<p>Select the Basis for your request. Note that some options will require opposing parties to consent or counter your request, and some will go straight to the decision maker to create an order.</p> <p>Click Submit request.</p> <p>Basis for request</p> <ul style="list-style-type: none"> <input checked="" type="radio"/> Orders sought <input type="radio"/> No active opponent in proceedings <input type="radio"/> Orders sought are neither consented nor opposed <hr/> <p style="text-align: right;">Cancel Submit request</p>
7	<p>Your request has now been submitted and is either waiting an order from the decision maker, or waiting on consent from opposing parties.</p> <p>The solicitor on the record will receive an email notification when that order has been created.</p>

Orders made

When the decision maker deals with requests in the online court, it will (in most instances) result in an adjournment and vacation of the currently listed in-person listing. This will mean that the parties will not be required to physically attend the vacated listing. When the decision maker makes an order in the Online Court an automatic email will be forwarded to all solicitors on the record to notify them that an order has been made. Please note that delegates will not receive emails from the online court at this stage.

The deadline for submitting a request in the Online Court will be **12 noon Tuesday**. It will not be possible to make a request after this time and the matter will proceed to in-person Call-over as per its original listing. The deadline for submitting a consent or counter request will be **3pm Tuesday**. An automatic email will be forwarded to the opposing solicitor on the record each time a consent or counter request is submitted.

An Online Court request may be terminated at any time by the decision maker and the proceedings listed for resolution at an in-person court listing. The termination of an Online Court request will not prevent the lodgement of a fresh request by solicitors or their delegates.

Messaging


At any time during the Online Court process, any party may send a message to the decision maker regarding any case management issues. In addition, the decision maker may also choose to send a message to the parties if it appears there are case management issues requiring resolution.

All messages will be visible to all parties in the Online Court Record.

Request **Messages**

New message to presiding officer

Enter message text

 [Attach file \(PDF, < 5MB\)](#)


Note: Messages and attachments are visible to all parties

[Clear](#) Send message

Request **Messages**

New message to presiding officer

Enter message text

 [Attach file \(PDF, < 5MB\)](#)

Note: Messages and attachments are visible to all parties

[Clear](#) Send message

Online Court Record

Message sent by Tony Porter (for Naomi Rydler)

I have a clash in dates with another matter and need to request an additional week for the adjournment. Please advise if we can adjourn the matter to the 16th December

13/10/2015, 9:44 AM

Request submitted by Tony Porter (for Naomi Rydler)

Request the matter be adjourned for further call-over to 9 Dec 2015

Reasons for submitting this request:

awaiting further and better particulars

8/10/2015, 11:49 AM

Message sent by Tony Porter (for Naomi Rydler)

I have a clash in dates with another matter and need to request an additional week for the adjournment. Please advise if we can adjourn the matter to the 16th December

13/10/2015, 9:44 AM

Online Court Record

All activity in the Online Court including requests, consents, counter requests and messages will be recorded in the Online Court Record and will be visible to all parties and the decision maker.

Any person may make a request to the decision maker for a printed copy of the Online Court Record. The printed copy of the Online Court Record may be provided, subject to any suppression order or other restrictions that might apply to the proceedings.

History

Online Court Record

Orders recorded by Registrar John Brown

- Leave granted to plaintiff/s to file and serve an Amended Statement of Claim by 15-11-15 [appearance-dodson.pdf](#)

23/09/2015, 12:06 PM

Finalised - Orders created

23/09/2015, 12:06 PM

Orders recorded by Registrar John Brown

- This matter is listed for Defence Call-over on 21 October 2015 11:30 AM at Sydney
- Vacate existing Defence Call-over on 30 September 2015 9:00 AM
- Leave granted to defendant/s to file and serve a Cross Claim by 14-12-15 [appearance-dodson.pdf](#)

Commentary:

Granting the requested orders now

23/09/2015, 12:02 PM

Finalised - Orders created

23/09/2015, 12:02 PM

Consented by Lisa Jenkins (for Patricia Hammond)

8/09/2015, 8:57 AM

Request submitted by Tony Porter (for Gary Raynor)

Request the matter be adjourned for further call-over to 21 Oct 2015

Reasons for submitting this request:

request F&B particulars

8/09/2015, 8:56 AM

Contact us

Help using Online Court services

Call: **1300 679 272** (Mon-Fri 8.30am-5pm)

Email: onlineregistry_support@justice.nsw.gov.au

Information about court processes

Please see the website of the relevant court:

- [Local Court website](#)
- [District Court website](#)
- [Supreme Court website](#)
- [Land and Environment Court website](#)

Also refer to the [Help Section of the Online Registry](#) for a summary of court or online processes.

Online Registry Demonstrations are available on the [NSW Online Registry YouTube Channel](#).

Legal information and advice

Call: [LawAccess NSW](#) on **1300 888 529**.

Feedback about the Online Court website and our services

Email: onlineregistry_support@agd.nsw.gov.au