

## TRIAL INTERLOCUTORY CHECKLIST FOR ATTORNEYS

Attorney: \_\_\_\_\_

Case no: \_\_\_\_\_

Tel No: \_\_\_\_\_

Plaintiff: \_\_\_\_\_

Reference: \_\_\_\_\_

Defendant \_\_\_\_\_

DESCRIPTION	CHECK	YES	NO	N/A
Office profile	Invite trial interlocutory office profile			
Type of matter (REASON FOR TRIAL INTERLOCUTORY APPLICATION)	Failure to deliver timeously any practice note or heads of argument.			
	Failure to comply with Rule 36			
	Failure to sign a Rule 37A minute promptly			
	Failure to comply timeously with any undertaking given in Rule 37A conference.			
	Failure to secure an expert timeously for an interview with a patient.			
	Failure to secure a meeting of experts for the purposes of preparing joint minutes.			
	Non-compliance with any court rule, provision of the Practice Manual or any provision of Revised – 18 September 2020 consolidated directive.			
	Any other act of non-compliance in respect of an obligation that rests upon a party which may imperil expeditious progress of a matter.			
Application	Correct form (J118)			
	Case number and names of parties reflect correctly			
	J118 form correctly indicate whether the matter is unopposed or opposed			
	Notice of motion and founding affidavit uploaded			
	Case prefixed on CaseLines			
Compliance	Directive Compliance certificate/affidavit uploaded in a clearly marked section			
Other (provide description)				

*\*If none of these, the matter is not a trial interlocutory application and must be enrolled in motion court*