

**Form 3**

Paras 20(1)(b)(i), 20(4)(a)  
& 20(8)

**Request for Inspection, Obtaining Copies  
and Certified True Copies**

[Title as in cause or matter]

The Registrar,

1. I am requesting to:

- (a) \*inspect the abovementioned file;
- (b) \*take copy/copies of \_\_\_\_\_
- (c) \*obtain certified true copy/copies of \_\_\_\_\_

2. \*My/My client's involvement and/or interest in the abovementioned case are as follows:

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3. [If the request is for inspection of case file and you also wish to inspect minute sheets in the case file:]

- (a) I wish to inspect the minute sheets for the hearing on the following dates:

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- (b) I wish to inspect the minute sheets for the hearing on the abovementioned dates in paragraph 3(a) for the following reasons:

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(\*Delete as appropriate)

I understand that when I am given leave to inspect a case file, I am allowed to make a soft copy of the documents that I have access to. I undertake that I will only use the copies that I have taken **strictly** for the purposes stated in this request, and in full compliance with any restrictions that form part of the approval that is granted.

In addition, I undertake not to make copies, distribute or otherwise transmit the softcopies to any other person. (*For counsel:* In addition, I undertake not to make copies, distribute or otherwise transmit the softcopies to any other person, save for my client).

Dated this                      day of                      , 20     .

\_\_\_\_\_  
Signature

Name: \_\_\_\_\_

Personal Identification No.: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Company: \_\_\_\_\_

Designation/Appointment: \_\_\_\_\_

OR

Name of Counsel: \_\_\_\_\_

Registered Foreign Lawyer No: \_\_\_\_\_

Law Firm: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_