

Form 12

Paras 85(4)(b), 85(7)(b)

Pre-Trial Checklist

[Title as in cause or matter]

PRE-TRIAL CHECKLIST

[Imp: This information sheet should be completed with the involvement of the lead counsel instructed for trial]

[The information supplied should be printed in **bold** characters]

- a. Filing party : _____
- b. Name(s) of Counsel : _____
- c. Trial date(s) : _____

Questions

1. Are you ready to file the trial bundles in accordance with the Rules of Court and Practice Directions?
2. If not, when will you be filing the trial bundles?
3. How many witnesses of fact do you intend to call? Please provide the name(s).
4. How many expert witnesses do you intend to call (if directions for expert evidence have been given)? Please provide the name(s).
5. Will an interpreter be required for any witness and if so, have all necessary arrangements been made for an interpreter to be present at the trial?
6. Have directions been given for any witness to give evidence by video link? If so, have all necessary arrangements been made?
7. What are the time estimates of the minimum and maximum lengths of the trial?
8. What are the estimates for the pre-reading time likely to be required by the trial judge?
9. What are the time estimates for oral submissions (if any)?
10. What are the time estimates for examinations-in-chief (if any) and cross-examination of the witness(es) of fact and expert witness(es)?

11. What is the estimate of costs already incurred and to be incurred at trial?

Dated this day of , 20 .

*[The Plaintiff/Defendant or the Counsel for the
Plaintiff/Defendant as the case may be]*