**Form 13E – Hearing Readiness Certificate**

Rule 13.06(1)(a)

**HEARING READINESS CERTIFICATE**

IN THE MAGISTRATES’ COURT Court Number

OF VICTORIA AT MELBOURNE

INDUSTRIAL DIVISION

BETWEEN Plaintiff

 *(full name)*

OF

 *(address)*

and

 Defendant

 *(full name)*

OF

 *(address of defendant)*

**HEARING COUNSEL**

Plaintiff:

Defendant:

Third party:

**INSTRUCTING LAWYERS**

Plaintiff:

Defendant:

Third party:

**HEARING ESTIMATE**

What is the agreed hearing estimate? *(insert number of days)*

Is there any pre-hearing legal argument required?

[ ]  Yes [ ]  No

What is the pre-hearing legal argument duration?

*(insert text)*

What is the nature of the legal argument?

*(insert text)*

**PRIORITY LISTING FACTORS**

Are there any priority listing factors that apply to this matter?

[ ]  Yes [ ]  No

If Yes, which priority listing factors apply:

[ ]  Previously "not-reached"

[ ]  Other *(please provide details)*

**RESOLUTION DISCUSSIONS**

Have all reasonable efforts been made to seek resolution in this proceeding?

[ ]  Yes [ ]  No

**DISCOVERY**

Are there any outstanding matters concerning discovery?

[ ]  Yes [ ]  No

If Yes, provide details of the material or issues outstanding

**SUBPOENAS**

Are there any documents that are to be produced at the trial that will need to be the subject of a subpoena?

[ ]  Yes [ ]  No

If Yes, which documents will need to be the subject of a subpoena?

**HEARING**

Has the Court Book (or list of documents) been filed?

[ ]  Yes [ ]  No

Are there witness availability issues?

[ ]  Yes [ ]  No

If yes, specify witness, unavailable dates and reason for unavailability:

**Plaintiff expert witnesses**

Does the plaintiff propose to call any expert witness?

[ ]  Yes [ ]  No

Has the plaintiff filed and served expert witness statements?

[ ]  Yes [ ]  No [ ]  Still to be filed

Name of expert witness or names of expert witnesses:

**Defendant expert witnesses**

Does the defendant propose to call any expert witness?

[ ]  Yes [ ]  No

Has the defendant filed and served expert witness statements?

[ ]  Yes [ ]  No [ ]  Still to be filed

Name of expert witness or names of expert witnesses:

**Third party expert witnesses**

Does the third party propose to call any expert witness?

[ ]  Yes [ ]  No

Has the plaintiff filed and served expert witness statements?

[ ]  Yes [ ]  No [ ]  Still to be filed

Name of expert witness or names of expert witnesses:

**INTERPRETERS**

**Plaintiff interpreters**

Does the plaintiff require an interpreter?

[ ]  Yes [ ]  No

If Yes, which language is to be interpreted:

**Defendant interpreters**

Does the defendant require an interpreter?

[ ]  Yes [ ]  No

If Yes, which language is to be interpreted:

**Third party interpreters**

Does the third party require an interpreter?

[ ]  Yes [ ]  No

If Yes, which language is to be interpreted:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signed by

**ENDORSEMENT**

**Plaintiff endorsement**

The hearing is ready to proceed on 14 days' notice of a hearing date.

[ ]  Yes [ ]  No

Name of plaintiff’s Australian lawyer/\*self-represented litigant:

Dated:

**Defendant endorsement**

The hearing is ready to proceed on 14 days' notice of a hearing date.

[ ]  Yes [ ]  No

Name of defendant’s Australian lawyer/\*self-represented litigant:

Dated:

**Third party endorsement**

The hearing is ready to proceed on 14 days' notice of a nominated hearing date.

[ ]  Yes [ ]  No

Name of third-party’s Australian lawyer/\*self-represented litigant:

Dated:

\* Delete if inapplicable

Dated:

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Add full names of Magistrates)