RJ NO. 187/2023

CIRCULAR

Sub: Online filing of Memo for advancement/for early listing of matters in the High Court of Karnataka, Principal Bench, Bengaluru on pilot basis:

The learned Advocates, Parties-in-person are hereby informed that, the Hon'ble High Court of Karnataka has come up with an online mechanism to enable the Advocates and Parties-in-person to file online Memo for advancement of matters/for early listing of the same without visiting the Court or the Bench concerned.

It is further informed that, the above stated mechanism has taken up for implementation on pilot in the Court Halls nos. 10, 11, 16, 17 and 20 of the Principal Bench, Bengaluru. Therefore, all the learned Advocates and Parties-in-person are hereby informed to make use of the said online filing of Memo for advancement of matters/for early listing of the same in the above Court Halls starting from 25.09.2023.

User guide/manual is enclosed herewith for ready reference to handle the online filing of Memo for posting.

For any feedback or quarries please email to <u>regjudicial@hck.gov.in</u>

BY ORDER OF THE HON'BLE THE CHIEF JUSTICE

Sd/-REGISTRAR (JUDICIAL)

Copy for information to,

- 1. The Registrar General,
- 2. PS to Hon'ble the Chief Justice, High Court of Karnataka,
- 3. PS to Hon'ble BMSPJ/SSDYJ/SGRJ/NSSGJ/HCJ,
- 4. Mrs. Kokila, Technical Director, NIC,
- 5. Office copy.

HIGH COURT OF KARNATAKA

User Guide - Online Request for Early Listing of Matters

- 1. From the High Court website <u>https://karnatakajudiciary.kar.nic.in/</u>, please click on Services-Online Services link and complete the registration process by Clicking on Sign Up link.
- 2. The online request for memo will be accepted from 8.00 am to 4 pm on Court Working days and e-memo is accepted only for next 2 court working days.
- 3. Learned Advocate should Login to Online Services Portal and Click on Memo-Register Link. The cases linked to the Advocate/Party in person will be listed.



4. Select the case and Click on **File Memo** button to register e-memo for early listing of case. The advocate is allowed to register only 2 memos for a particular bench on a day.

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5. Verify the case details displayed and update the e-memo details. The Advocate should confirm on notifying the opponent. Click on **Submit** button to register the Online Request for Memo. The e-memo platform will confirm through the dialogue box on the screen that the matter has been noted for hearing before the Hon'ble bench and the acknowledgment can be downloaded.

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6. SMS and email would also be sent to the Learned Advocates of both sides in the matter informing about such memo for posting request having been received in the matter.