


63.

O. 34, r. 5      **NOTIFICATION OF SETTING DOWN ACTION**

(Title as in action)

Take notice that we have this day set down the above action for trial.

Dated this      day of                      20      .

*Solicitors for the*

To the other parties to the action.

64.

O. 34A, r. 3 NOTICE OF PRE-TRIAL CONFERENCE

(Title as in action or proceedings)

To

Take notice that you are required to attend before the Judge (or Registrar) on (date/time) for a pre-trial conference.

And further take notice that you are required to comply with the following directions:

Dated this day of 20 .

Registrar.

65.

O. 35, r. 7 CERTIFICATE OF OFFICER AFTER TRIAL

(Title as in action)

I certify that this action was heard before His Honour, on the day of 20 . (and on the day of 20 ) and occupied the time of the Court as follows:

On the day of 20 , from to .

The total time occupied was hours minutes.

The Judge directed that (state precisely the terms of the judgment or order or directions given).

Dated this day of 20 .

Clerk of the Court.



THIS SUBPOENA is issued at the request of \_\_\_\_\_ (*name of solicitor*)  
of \_\_\_\_\_ (*name of solicitor's firm*), solicitor for the

Phone number of solicitor

Fax number \_\_\_\_\_ .

68.

O. 38, r. 14 SUBPOENA TO PRODUCE DOCUMENTS<sup>1</sup>

(Title as in action)

To

You are required to attend either in person or by an agent at  
on \_\_\_\_\_ the day of \_\_\_\_\_ 20 \_\_\_\_\_ at \_\_\_\_\_ m. and so from day  
to day until the end of the above proceedings to produce the following documents:

on behalf of the \_\_\_\_\_ in the said proceedings.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ .

Entered No. \_\_\_\_\_ of 20 \_\_\_\_\_ .

*Clerk.*

(Seal)

*Registrar.*

THIS SUBPOENA is issued at the request of \_\_\_\_\_ (*name of solicitor*)  
of \_\_\_\_\_ (*name of solicitor's firm*), solicitor for the

Phone number of solicitor

Fax number \_\_\_\_\_ .

69.

O. 38, r. 14

SUBPOENA TO TESTIFY<sup>5</sup>  
AND TO PRODUCE DOCUMENTS<sup>1</sup>

(Title as in action)

To

You are required to attend before \_\_\_\_\_ at \_\_\_\_\_ on  
the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_, at \_\_\_\_\_ m. and so from day  
to day until the end of the above proceedings to give evidence and produce the  
following documents:

on behalf of the \_\_\_\_\_ in the said proceedings.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

Entered No. \_\_\_\_\_ of 20\_\_\_\_.

Clerk.

(Seal)

Registrar.

THIS SUBPOENA is issued at the request of \_\_\_\_\_ (*name of solicitor*)  
of \_\_\_\_\_ (*name of solicitor's firm*), solicitor for the

Phone number of solicitor \_\_\_\_\_

Fax number \_\_\_\_\_.

70.

O. 38, r. 14

REQUEST<sup>4</sup> FOR SUBPOENA

(Title as in action)

Seal of subpoena to returnable on day of 20 . , on behalf of the directed

Witness's name in full:

His (Her) residence or place of business:

His (Her) occupation:

If documents or books are required to be produced here specify them.

If witness is not required to give evidence but only to produce documents, so state.

Dated this day of 20 .

Solicitor for the

71.

O. 38, r. 21

AFFIDAVIT FOR AN ORDER FOR THE PRODUCTION OF A PERSON IN PRISON

(Title as in action)

I, , of do make oath (or affirm) and say:

1. That the above action is fixed for hearing on the day of 20 and that now a prisoner confined in the prison, will be a material witness for me at the hearing (or is a party to the action).

2. That I am advised and verily believe that I cannot safely proceed to the hearing of this action without the evidence of the said (or my evidence).

3. I hereby apply for an order under section 38 of the Prisons Act (Chapter 247) that the said \_\_\_\_\_ may be brought before the Court.

4. I hereby undertake to pay the costs of conveyance of the said \_\_\_\_\_ in safe custody to and from the Court and of maintenance of him and the officers in charge of him while attending the Court.

Sworn (or affirmed) as in Form 78.

\_\_\_\_\_  
72.

O. 38, r. 21            **ORDER TO PRODUCE PERSON IN PRISON**

(Title as in action)

To the Officer-in-charge of the \_\_\_\_\_

You are hereby required upon tender made to you of a reasonable sum for the conveyance and maintenance of a proper officer and of \_\_\_\_\_ now a prisoner in the \_\_\_\_\_ in going to, remaining at and returning from the Supreme Court/Subordinate Courts, to bring the said \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ at \_\_\_\_\_ m. to give testimony on behalf of \_\_\_\_\_ and after the said \_\_\_\_\_ shall have given his testimony before the Court or the Court shall have dispensed with his further attendance you are required to cause him to be conveyed under safe and sure conduct back to the said \_\_\_\_\_ .

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ .

(Seal)

*Registrar.*