

REVISED BT MEET ME ORDER

From Monday 30 March 2020, hearings to which this direction apply shall take place by telephone and the following directions shall apply to those hearings:

- a) Where the date and/or time of the hearing has been amended the Court will send an amended notice of hearing to the parties.
- b) The Court shall be responsible for dialling participants into the hearing unless otherwise directed.
- c) The parties must each provide a telephone number to the court which the court will use to dial that party at the commencement of the hearing.
- d) The parties' clients are entitled to be parties to the call and their details should be provided at the same time if they wish to participate. In addition, if the parties are aware of any third party, member of the public or member of the press who wish to join the call their details should also be referred to the court.
- e) All relevant contact details should be sent by email to the Court centre dealing with the proceedings no later than 48 hours prior to the hearing.
- f) In the event that either party fails to provide a telephone number or the number is unobtainable at the time of the hearing the Court may proceed with the hearing in that party's absence and they may be treated as having chosen not to attend.
- g) Where represented, the represented parties' solicitor shall lodge an electronic bundle of all documents essential to determine the issue before the court by 12pm on the last working day prior to the hearing.
- h) Where both parties are represented the first named claimant shall be responsible for the bundle.
- i) Where neither party is represented, each party shall so far as they are able scan and send to the court the documents they consider relevant to the hearing. Save in exceptional circumstances, the court staff will not be able to prepare an appropriate bundle for use by the court.

HH JUDGE JEREMY FREEDMAN

HH JUDGE MARK GARGAN