

Principal Registrar (Magistrates Courts) – Approval 1 of 2024
Electronic filing of documents under the *Uniform Civil Procedure Rules 1999*

Documents that may be electronically filed – rule 967(3), 975C, and 975E

This approval is given under rule 967(3). The Principal Registrar of the Magistrates Courts approves the following documents under the *Uniform Civil Procedure Rules 1999* to be electronically filed in Magistrates Courts:

- all documents, in the forms approved for use under the *Uniform Civil Procedure Rules 1999*, to be filed with the court in all civil matters.

For the limited purposes of this approval electronic filing will be by the QCase portal after the date of implementation of QCase in a particular Magistrates Court and is subject to the following conditions:

- each document may be no greater than 100MB.

Electronic file format – rules 975C, 975E

This approval is given under rule 975C. The Principal Registrar of the Magistrates Courts approves the following electronic file formats for statutory declarations or affidavits that are filed electronically in Magistrates Courts:

- doc
- docx
- pdf
- jpg
- jpeg
- png
- xls
- xlsx



Kristina Deveson
Principal Registrar
Magistrate Courts Service
Date: 5 April 2024