

Chief Judge's instructions to the Commercial List Manager and Regional Registries on listing of applications to place a matter on the Commercial List.

(These instructions are to be read with PD 8 of 2025)

1. Practice Direction No 8 of 2025 (the **PD**) requires any party who wishes to apply to place the matter on the Commercial List to approach the District Court Commercial List Manager (**DCCLM**) to obtain particulars of the date, time and identity of the Commercial List Judge who will hear the application.
2. The purpose of this requirement is to ensure that an application to place a matter on the Commercial List (a **listing application**) is promptly dealt with.

For applications in the Brisbane registry

3. Once a party approaches the DCCLM seeking a date for a listing application, the DCCLM should contact the associate to one of the Commercial List Judges, selecting the Judge to approach in accordance with directions given by the Commercial List Judges to the DCCLM from time to time.
4. The Commercial List Judge to whom the proposed listing application is referred (the **relevant Judge**) will notify the DCCLM of a time and place for the listing application to be heard. The DCCLM should then notify the applicant of those matters and the identity of the relevant Judge.
5. The listing application, when issued by the registry, must contain the date and time specified by the relevant Judge for hearing of the application.
6. After the listing application is dealt with, the associate to the relevant Judge will notify the DCCLM whether the matter is listed on the Commercial List. If that is overlooked, the DCCLM must follow up with the associate.
7. The DCCLM then enters the particulars of the matter in the District Court Commercial List spreadsheet.

CL applications in regional registries

8. A party may apply, only in respect of civil proceedings filed in the Townsville, Toowoomba, Gold Coast, Rockhampton and Mackay registries of the Court, for listing of a matter filed in those registries on the Commercial List.
9. Subject to any contrary direction from the Commercial List Judges, the DCCLM should follow the same process for listing applications for matters in regional registries as set out above for Brisbane matters with the following additions:
 - (a) The DCCLM will remind the parties that they must comply with the requirements of the PD for applications from regional registries as to electronic hearings and provision of electronic copies of relevant documents to the associate of the relevant Judge;
 - (b) The DCCLM will notify the Registrar in the regional registry of the date and time and identity of the relevant Judge for the listing application; and

- (c) The DCCLM will notify the Registrar in the regional registry that the listing application should be issued by that registry in those terms;
 - (d) The Registrar in the regional registry will list the listing application in that registry's daily law list with an annotation "CL video-link" and
 - (e) The listing application will also be listed in the Brisbane daily law list before the relevant Judge with an annotation indicating that the matter is "CL regional" or some similar notation so that the proceedings are recorded **in that court room**.
10. A contrary direction will likely occur where a matter from the Gold Coast registry is allocated to Judge Jackson KC. In that case, the procedure to be followed for listing will be as his Honour directs.
11. It is unnecessary to make an audio visually enabled court room available in the regional court unless the parties specifically raise the matter with that Registrar. (The PD provides that, ordinarily, regional parties will use non-Court audio or audio-visual applications other than at trial.)



Chief Judge Devereaux SC

20 May 2025