



## Registry business hours and arrangements during the Court vacation period

### Thursday, 22 December 2016 to Friday, 6 January 2017

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- **Registry hours:** 10:00am – 4:00pm, Monday to Friday. Closed public holidays
- **Duty Registrar service:** 10:00am – 1:00pm, Monday to Friday. Closed public holidays
- **Subpoena and file access requests:** Level 5 (Level 4 will be closed during this period)

### Contact details for urgent enquiries or filings

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- **Duty Registrar** (outside above hours up until 5:00pm daily) [sc.enquiries@justice.nsw.gov.au](mailto:sc.enquiries@justice.nsw.gov.au)  
Courts Service Centre 1300 679 272
- **Registry Enquiries:** [sc.enquiries@justice.nsw.gov.au](mailto:sc.enquiries@justice.nsw.gov.au)  
Courts Service Centre 1300 679 272
- **Duty Judge**  
(urgent applications only)  
Parties wishing to contact the Duty Judge during business hours should refer to the [Judicial Officer Contact details section](#) on the Contact Us page, on the Courts website.  
  
Practitioners wishing to contact a Duty Judge after hours should contact the Law Courts Security Desk on 9230 8025.
- **Civil forms online:** Use the online registry at <https://onlineregistry.lawlink.nsw.gov.au>

### Registry business hours and arrangements from Monday, 9 January 2017

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Regular registry business hours and arrangements will resume; filing and document viewing services are available in the registry between 9:00 am to 5:00 pm, Monday to Friday (excluding public holidays). The Duty Registrar is available to see clients from 9:30 am to 12:00pm and 2:30pm to 4:30 pm daily.

### Return of Subpoena list

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Return of subpoena list dates for the month of January 2017 are:

- Wednesday, 11 January 2017
- Wednesday, 18 January 2017
- Wednesday, 25 January 2017
- Friday, 27 January 2017

### New Court term commences Monday, 30 January 2017