

PRACTICE NOTE NO. 40

Advocates and parties appearing in person are hereby informed that all Petitions/Applications under Arbitration and Conciliation Act, 1996 and all appeals under Direct and Indirect Tax Laws shall be computer printed in English with below-mentioned specifications with effect from 14th September, 2015.

Paper Size	:	Fullscape Ledger Paper (upto 30 th September 2015) OR A-4 Size Bond paper.
Margin	:	
Top	:	1.5”
Bottom	:	1.5”
Left	:	2.00”
Right	:	1.2”
Justification	:	Full
Font	:	Times New Roman/Times/Georgia
Font Size	:	13
Line Spacing	:	1.5”

While lodging the afore stated matters on the original side and Appellate Side, hard copy as usual be presented in Lodging Section and the date of presentation of such hard copy shall be deemed to be date of institution, presentation and lodging for all purposes including for the purpose of limitation.

After removing Office objections, if any, and before final number is given, the Advocates on record shall submit a soft copy on the CD-R (Read only)/DVD-R (Read only) with an undertaking on paper in the following format :

“Certified that the soft copy filed herewith is a replica of the hard copy filed”

The Petitions/Applications/Appeals shall not be registered and final number shall not be given until the soft copy is submitted as required under this Practice Note. This will also apply to all subsequent pleadings and documents (including Vakalatnama) in the proceedings covered by this Practice Note.

Soft copy of Petitions/Applications/Appeals along with all documents annexed thereto shall be in '.doc' format in addition signed page of Petition/Application/Appeal alongwith verification, Vakalatnama and affidavit in support of application and all Exhibits annexed thereto should be scanned and submitted in 'pdf' format to the Lodging Section. All these documents are required to be in scanned in 300 dpi. The contents shall be bookmarked as per the Index. Procedure for book-marking is available at the Official website of Bombay High Court viz., bombayhighcourt.nic.in

All other existing rules and practice notes regarding Index, marking of Exhibits and order of paper book, etc. shall continue to be followed and accordingly provisions of applicable Acts and Bombay High Court Rules and practice Notes, shall mutatis mutandis, apply to the proceedings filed under this Practice Note.

This Practice Note shall be in operation until further orders.

Dated this 26th day of August, 2015.

Sd/-
Registrar (Judicial-I)
High Court, Bombay.

Sd/-
Prothonotary & Senior Master,
High Court, Bombay.