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van Suid-Afika

Private Bag X7
JOHANNESBURG

20th April 2015

To whom it may concern

Re: ARCHIVES

The above matter refers

It was noted by practitioners and users of this court that access to the files which are currently regarded as archived files are proving difficult. The High court is currently in transition with construction work planned for the two main archives on the ground floor.

As a result of preparations relating to the construction work, the archived files are now located in two different places in the building. This creates difficulty in regards the drawing of the archived files.

As from Tuesday 28 April 2015, the following arrangement will take effect: All files dating from 2009 to 2012 will have a 4 day turnaround time. Applications for these files should be dropped off at the archives situated at room 009. The file can then be collected 4 working days thereafter. All files from 1997 to 2009 will have a 7 day turnaround time per the same procedure as described above.

I apologize for possible inconvenience during the implementation of this arrangement.

Yours faithfully

(original signed)
CHIEF REGISTRAR
V PATHER