

CASE INFORMATION FORM

COM1

COMMERCIAL HUB

This form must be completed **collaboratively** by the legal representatives for all parties or the Litigant in Person in typewritten form and uploaded to **BOX**.

1.	Case Title		
2.	ICOS Reference Number		
3.	Date Writ served		
4.	Date of Court Hearing:		
5.	Hearing Type (check whichever applies applies)	Early Directions Hearing (EDH) <input type="checkbox"/> complete Sections 6 and 9 Case Management Conference (CMC) <input type="checkbox"/> complete Sections 7 and 9 Pre-Trial Review (PTR) <input type="checkbox"/> complete Sections 8 and 9	
6.	EARLY DIRECTIONS HEARING (Form COM1 to be filed 5 days in advance of EDH)		
		Plaintiffs Proposals	Defendants Proposals
a	Pleadings timetable		
b	Expert Evidence required?		
c	Early Meeting of Experts?		
d	Costs Estimates for Expert Evidence		
e	Costs Estimates for either side		
f	ADR or ENE proposals		
g	Discovery Plan (see Para 28 – PD 1/2022)		
h	Does any element of the Discovery Plan anticipate or involve e-discovery?		
i	Have the parties agreed and made arrangements to e-file the pleadings and trial bundles in line with PD1/2022		
j	If the answer to (i) is yes, do the parties anticipate that some/all of the trial will be conducted virtually and do they jointly make an application to the judge for a virtual trial in whole/part (and if in part identify which part)?		
k	Date for CMC		
l	Interim Injunctive relief sought?	YES <input type="checkbox"/> NO <input type="checkbox"/>	YES <input type="checkbox"/> NO <input type="checkbox"/>

Any other matters to be brought to the court's attention?	<i>Please give brief details</i>
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7. CASE MANAGEMENT CONFERENCE <i>(Form COM1 and all case management material to be filed 7 days in advance of the CMC)</i>
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All CASE MANAGEMENT MATERIAL (as set out at Para 33 of PDX/2021) has been filed
YES **NO**
If **NO** please specify below which documents have not been filed and provide reasons for non-compliance

Estimated time required for the Judge to read the core bundle and authorities	
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TRIAL (Hearing Date) <i>Please identify hearing dates where all required parties are available.</i>	
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Total time estimate	
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TRIAL (Hearing Type) <i>The Judge will direct which hearing type is most appropriate; therefore, it is important that you provide any relevant information to support your preference.</i>	Please select preferred hearing type and provide reasons to support your preference. <ul style="list-style-type: none">• REMOTE HEARING (Sightlink / WebEx) <input type="checkbox"/>• LIVE HEARING (in Person in a Courtroom) <input type="checkbox"/>• HYBRID HEARING (partly live/ partly remote) <input type="checkbox"/>
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Number of Attendees (and any specific requirements for parties to attend in person /remotely)	<i>Applicant / Plaintiff / Appellant / etc.:</i> <i>Defence / Respondent etc.:</i>
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8. PRE-TRIAL REVIEW <i>(Form COM1 and PTR List to be filed 7 days in advance of the PTR)</i>
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Pre-Trial Review List	PTR LIST ATTACHED <input type="checkbox"/> Are all matters set out at Para 41 of PD1/2022 in order? YES <input type="checkbox"/> NO <input type="checkbox"/> If NO please specify below which matters are not in order and provide reasons.
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9. COMPLETED BY:

----- On behalf of Plaintiff ----- Litigant in Person DATED: -----	----- On behalf of Defendant -----
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FOR JUDICIAL USE ONLY

REVIEWED BY :

DATE:

**Judges Order /
Directions:**

If an oral hearing is directed, please indicate if it is by:

REMOTE HEARING (Sightlink / WebEx)

LIVE HEARING (in Person in a Courtroom)

HYBRID HEARING (partly live/ partly remote)

FOR COURT OFFICE USE ONLY

Order / directions resulted on ICOS by:
(Name of court official)

On:
(Date)

**ARRANGEMENTS MADE FOR
HEARING** (If applicable)