



In the Supreme Court of Bermuda

A/50

26 April 2021

CIRCULAR NO. 5 OF 2021

TO ALL ATTORNEYS

RE: FURTHER REDUCTION OF SERVICES DUE TO COVID-19

This Practice Direction is issued further to Circular 4 of 2021.

The health, safety and welfare of the Members of the Public, as well as Court Administrative Staff continues to be our paramount concern.

The continued surge of positive COVID-19 test results the island is experiencing continues to be of great concern to the community. As such, the Courts must reduce services further as part of protective measures which are necessary to implement in order to assist in the efforts to reduce the community spread of COVID-19.

It should be noted that both the Magistrates' Court and the Supreme Court of Bermuda **are in operation**, but reduced services and limited access is being implemented.

EFFECTIVE IMMEDIATELY:

SUPREME COURT

- (1) The Supreme Court Registries located at the Government Administration Building, 2nd Floor and the Dame Lois Browne Evans Building, 3rd Floor, will be closed until **Monday, 3 May 2021**.
- (2) If an application is considered **urgent or time sensitive**, the parties **MUST** contact the Court by email at supremecourt@gov.bm **immediately** and explain the urgency of the matter so that this may be taken into consideration. The Court will make every effort to list any application that is considered urgent or time sensitive.
- (3) Only new applications that are urgent and/or responses on urgent active applications **within the Probate Division** may be submitted to supremecourt@gov.bm. You will be advised when original hard copies can be filed.

- (4) We are not accepting the filing of pleadings **via email** unless the parties have been directed to do so by the Judicial Department. If correspondence or applications are sent via email which are not explicitly stated as being urgent it is likely this correspondence will not be addressed. Likewise, do not send “follow up” emails unless the matter is urgent.

MAGISTRATES’ COURT

- (5) The Magistrates’ Court will be closed to all filings until **Monday, 3 May 2021**.
- (6) If an application is considered **urgent or time sensitive**, the parties **MUST** contact the Court by email **immediately** using the table below and explain the urgency of the matter so that this may be taken into consideration. The Court will make every effort to list any application that is considered urgent or time sensitive.

MAGISTRATES COURT EMERGENCY CONTACT	
DIVISION	EMAIL
CIVIL	civil@gov.bm
CRIMINAL	records@gov.bm
FAMILY	childsupport@gov.bm
BAILIFF	ctterry@gov.bm

- (7) The Cashiers Desk will be re-open; however, persons are encouraged to make payments via online banking or by credit or debit card via telephone where possible.

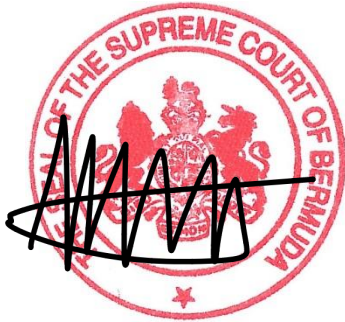
The following protocols **must** be adhered to otherwise you may be denied entry:

- (a) **Only ten (10) persons** who are making payments to the Cashiers will be allowed to enter DLBE at any given time.
- (b) Your face must be covered by a mask or other appropriate covering such as a scarf at all times upon entering the Dame Lois Browne-Evans Building (“DLBE”).
- (c) You must sanitize your hands prior to entering DLBE.
- (d) If you are showing any signs of illness, such as coughing, you will not be allowed to enter DLBE.
- (e) Persons shall practice social distancing by keeping six (6) feet from others at all times after entering DLBE.
- (f) You must bring your own pen to use to sign any documents/receipts necessary as one will not be provided.
- (g) Please ensure that you have your case number readily available so as to minimize the processing time of your payment.

We will continue to review and monitor the above to determine whether they should be extended and/or expanded. The public will be advised concerning any changes.

We thank you for your continued patience and understanding as we navigate through these unprecedented times, and apologise for any inconvenience the reduction in services may cause.

Dated the 26th day of April 2021



REGISTRAR

CC: The Attorney-General's Chambers
Department of Public Prosecutions
Hamilton Police Station
Commissioner of Police
Commissioner of Corrections
Magistrates Court
Bermuda Bar Association
Legal Aid Office

ANW