



Supreme Court of Victoria

Practice Note SC Gen 21

Appearing in Court

1. INTRODUCTION

- 1.1 The Chief Justice has authorised the issue of the following Practice Note.
- 1.2 The purpose of this Practice Note is to clarify how parties and/or lawyers can advise the Court of their forms of address and pronunciation.

2. COMMENCEMENT

- 2.1 This Practice Note was issued on 31 March 2023 and commences on 3 April 2023 and will apply to all proceedings from that date.

3. PRONUNCIATION OF NAMES AND FORMS OF ADDRESS

- 3.1 The Supreme Court of Victoria is committed to treating all Court participants with equal dignity and respect.
- 3.2 Parties, lawyers and other participants are welcome to advise the Court of the phonetic pronunciation of names for use in a proceeding and forms of address (such as Ms, Mr, Mx). This includes but is not limited to counsel, solicitors, parties, witnesses, interpreters and entities.
- 3.3 Information regarding pronunciation and forms of address may be provided:
 - (a) on the Court's appearance form or trial plan, by inserting the information in square brackets directly after a name;
 - (b) when announcing an appearance at the commencement of a hearing, when calling a witness or when mentioning a name relevant to the proceeding for the first time; or
 - (c) to an associate or other Court officer before a hearing or when requested by a judicial officer or associate during the hearing.
- 3.4 Legal practitioners are expected to know the correct pronunciation of all names associated with their client's proceeding.

AMENDMENT HISTORY

31 March 2023: This Practice Note was issued on 31 March 2023.

Vivienne Mahy
Executive Associate to the Chief Justice
31 March 2023