

Request Form for Video Conference

1. Case Number / CNR Number (if any) :
2. Cause Title :
3. Proposed Date of conference (DD/MM/YYYY) :
4. Location of the Court Point(s) :
5. Location of the Remote Point(s) :
6. Names & Designation of the Participants at the Remote Point :
7. Reasons for Video Conferencing :  
*In the matter of :*
8. Nature of Proceedings : Final Hearing  Motion Hearing  Others

I have read and understood the provisions of [Rules for Video Conferencing for Courts](#) (hyperlink). I undertake to remain bound by the same to the extent applicable to me. I agree to pay video conferencing charges if so, directed by the Court.

Signature of the applicant/ authorised signatory :

Date :

**For use of the Registry/Court Point Coordinator**

- A) Bench assigned :
- B) Hearing :  
Held on (DD/MM/YYYY) : Commencement Time :  
End time :  
Number of hours :
- C) Costs :  
Overseas transmission charges if any :  
To be Incurred by Applicant /Respondent : To be shared equally :  
Waived; as ordered by the Court :

Signature of the authorised officer :

Date :