

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE; NEW DELHI DISTRICT
PATIALA HOUSE COURTS, NEW DELHI

22704-760
No. _____/Judl./Circular./NDD

Dated, New Delhi the 25/8/26

Letter of the Hon'ble High Court of Delhi, New Delhi no. 353/Vig.I/Comp./V-I/DHC/399&400/2026 dated 19.08.2026 alongwith its enclosure **regarding "Re-circulation of Practice Directions No. 141/Rules/DHC dated 02.06.2025"** received from the Officer In-charge, Judicial Branch (Central), Tis Hazari Courts vide its endorsement no. 66554-674/Rules/Gaz/2026 dated 24.08.2026 is forwarded for information and strict compliance to:-

1. All the Ld. Officers of DHJS, New Delhi District, PHC, New Delhi.
2. All the Ld. Officers of DJS, New Delhi District, PHC, New Delhi.
3. The Office of Chief Judicial Magistrate, New Delhi District, PHC, New Delhi.
4. The Administrative Officer/Branch In-charges, E-Sewa & Suvidha Kendra, Filing Section, General Branch, Library, New Delhi District.
5. PS/Reader to the Ld. Principal District & Sessions Judge, New Delhi District, PHC, New Delhi.
6. Branch In-charge, Computers, New Delhi District with the direction to upload the same on the website.
7. Branch In-charge, R & I with the direction to upload the same on Layers.


(Aparna Swami)
Officer In-charge (Judicial)
for Principal District & Sessions Judge
New Delhi District

Encl: as above.

86
24/8/26

THROUGH SPECIAL MESSENGER
CONFIDENTIAL

HIGH COURT OF DELHI: NEW DELHI
(VIGILANCE-I BRANCH)

No. 353/Vig.I/Comp./V-I/DHC/399&400/2026

Dated: 19.08.2026

22626
24/8/26

From

The Registrar General,
Delhi High Court,
New Delhi.

New Delhi District

To

The Principal District & Sessions Judge (HQs.),
Central District,
Tis Hazari Courts,
Delhi.

Sub: Re-circulation of Practice Direction No.141/Rules/DHC dated 02.06.2025.

Sir,

I am directed to forward herewith a Practice Direction No.141/Rules/DHC dated 02.06.2025 issued by this Court for re-circulation amongst all the Officers of District Judiciary for strict compliance.

Yours truly,

Mhand
Joint Registrar (Vigilance-I)
For Registrar General

Encl. as above

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE (HQs) : DELHI

No. 66554-674/Rules/Gaz/2026

Dated

24 AUG 2026

Sub:- Re-circulation of Practice Direction No. 141/Rules/DHC, Dated 02.06.2025.

Copy along with its enclosures forwarded for information & strict compliance to:-

1. The Principal District & Sessions Judge, all court complexes, Delhi/New Delhi/Rouse Avenue.
2. All the Judicial Officers of DHJS & DJS (Central), Tis Hazari Courts, Delhi.
3. The AO(J)/Branch In-Charge, E-Sewa & Suvidha Kendra, Filing Section, General Branch, (Central), Library, Tis Hazari Courts, Delhi.
4. The office of CJM (Central), Tis Hazari Courts, Delhi.
5. The PS/Reader to Ld. Principal District & Sessions Judge (HQs), Delhi.
6. The Website Committee (Hindi/English) Tis Hazari Courts, Delhi (for uploading).
7. The R & I Branch (Central) for uploading on Layers.

Rajesh Kumar Goel
(RAJESH KUMAR GOEL)

District Judge (Commercial Court-02)
Officer In-Charge Judicial Branch, Central
For Principal District & Sessions Judge (HQs)
Delhi

U.O. of Judicial
24/8/26

HIGH COURT OF DELHI AT NEW DELHI

No. 141/Rules/DHC

Dated:02.06.2025

PRACTICE DIRECTION

Hon'ble the Chief Justice, on the recommendations of 'Rules Committee under section 123 of the CPC which also look into Delhi High Court (Original Side) Rules, 2018 and Ancillary Matters' has been pleased to issue following Practice Direction for information and compliance by all concerned:-

"Whenever records in the custody of superior Court are required by the District Courts, the presiding officer of the concerned court shall send a letter of request to the Head of Office of the Superior Court requesting for production of the records instead of sending summons."

The format of 'letter of request' is attached herewith.

This Practice Direction shall come into force with immediate effect.

By Order

Sd/-
(ARUN BHARDWAJ)
REGISTRAR GENERAL#

From: _____

To: The Head of Office

Subject:- Letter of Request for production of Records in Case No. _____
 Titled _____

Whereas the aforesaid matter is pending in this Court and is now listed on.... for the purpose of.....

And whereas it has been represented to the said Court that it is necessary for the purposes of justice and for the due determination of the matters in dispute between the parties that the records as mentioned in the Annexure be produced before this Court.

And whereas the said records are in the custody of the Hon'ble..... Court.

I have the honour to request, and do hereby request that for the reasons aforesaid and for the assistance of this Court, you as the Head of the Office may kindly direct the concerned official to bring or send to this court the record as per the Annexure.

Given under my hand and the seal of the Court, this _____

Seal of the Court

(Signature of the Presiding Officer)