



DISTRICT COURT GENERAL PRACTICE NOTE 1

Pronunciation of Names and Forms of Address

Commencement

- 1 This Practice Note was issued on 24 May 2024, commences on 27 May 2024, and will apply to all proceedings from that date.

Acknowledgment

- 2 The District Court of New South Wales recognises that the correct pronunciation of names and forms of address is an important component of the mutual respect to which all participants in judicial proceedings are entitled.

Pronunciation of Names and Forms of Address

- 3 Legal practitioners and self-represented parties should advise the Court, where appropriate, of the phonetic pronunciation of names for use in a proceeding and forms of address such as Ms, Mr, Mrs, Mx, Dr, Prof. This includes but is not limited to counsel, solicitors, parties, witnesses, and interpreters.
- 4 Information regarding pronunciation and forms of address may be provided:
 - (a) on the Court's appearance form, in a witness list, case statement or any other written document, 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) in writing to an associate or other Court officer before a hearing or when requested by a judicial officer or associate during the hearing.

5 To the extent possible, legal practitioners and self-represented parties are expected to familiarise themselves with the correct pronunciation of all names and forms of address of individuals in proceedings in which they are involved, and to seek to pronounce those names and use nominated forms of address correctly when referring to individuals in the course of any hearing.



The Hon. Justice S Huggett
Chief Judge of the District Court of New South Wales
24 May 2024
