

# **Filing Instructions**

### PLEASE FILE IMMEDIATELY!

**UPDATE 334** 

# **JULY 2024**

# **VICTORIAN COURTS**

Before filing this update please ensure that previous updates, as detailed in the table overleaf, have been filed – check behind the tabcard Filing Instructions/Summaries at the back of Volumes 2, 3 or 4 as applicable.

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## **Filing Instructions**

#### 1. Check the currency of your Service

Ensure Update 333 has been filed.

#### 2. File your updating pages

To file this update, you will need to refer to the following table.

In your binder, navigate to the Tabcard noted in the Find Tabcard column. Remove the pages listed in the Discard old pages column, then replace the discarded pages with the newly issued pages as listed in the Insert new pages column. Ensure that you follow one Filing Instruction row at a time.

Find Tabcard	Discard old pages	Insert new pages
VOLUME 1		
Half title Card	Title page – Imprint page	Title page – Imprint page
Table of Contents	101 – 104	101 – 104
Chapter 1 Rules		
Rules 21-39	1-2201 – 1-2236	1-2201 – 1-2240
	1-2301 – 1-2308	1-2301 – 1-2310
Rules 62 et seq	1-8631 – 1-8632	1-8631 – 1-8642
Chapter 3 Rules	1-52001 – 1-56002	1-52001 – 1-56002
	VOLUME 2	
Table of Contents	101 – 104	201 – 204
Supreme Court		
Forms	2-2401 – 2-2420	2-2401 – 2-2420
Fees, costs and penalty rates	2-5001 – 2-5002	2-5001 – 2-5002
	2-6001 – 2-6152	2-6001 – 2-6152
County Court		

Find Tabcard	Discard old pages	Insert new pages
County Court Act 1958 (Annotated)	2-31507 – 2-31508	2-31507 – 2-31508
	2-31571 – 2-31902	2-31571 – 2-31902
	2-35209 <b>–</b> 2-35210	2-35209 – 2-35210

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