

HIGH COURT OF HIMACHAL PRADESH
AT SHIMLA

PRESENTATION FORM

(IN RESPECT OF THE PENDING MATTERS ONLY)

FORMAT : FP

1. Particulars of Pending Matter given Case No. (Such as CWP, RFA, RSA No. _____ of 20_____)	
2. Next Date fixed in pending matter, if any	
3. What is being filed today (Such as I.A., Counter Affidavit, Rejoinder, Supp. Affidavit, Contempt application, etc.)	
4. Name of the Advocate for the Opposite Party.	
5. If tied up with any particular Bench, Bench particulars.	
6. If caveat clearance is required. Has it been obtained?	Yes/No
7. (a) Has notice of the filling been served upon the opposite Party/Counsel. (b) if not, Why ?	Yes/No
8. Amount of court fee paid, if any	
9. No. of pages/ Leaves filed	
10. Are the annexures totally legible?	
11. Have the advance copies of the filling been given to the counsel(s) of the opposite party/Parties ? If not, reason therefore.	
12. Cause Title	
	Petitioner
	Vs.
	Respondent
	(Don't write names of all parties, only first Party)

Date:

Advocate

RECEIPT

What is being filed:

Cause Title

V/s

(i) Date _____

(ii) Title _____

(iii) Filing No. _____

Signature of the Receiving Official