

PRACTICE NOTE NO 33

The Advocates and Parties appearing in person are hereby informed that all pleadings and proceedings under Section 391 of the Companies Act, 1956 and Companies (Court) Rules, 1959 shall be computer printed in English with below-mentioned specifications w.e.f. 15 August 2013.

Paper Size : Fullscape Ledger Paper (upto 30 September 2013)

OR

A-4 size Bond Paper.

Margins :

Top : 1.5"

Bottom : 1.5"

Left : 2.0"

Right : 1.2"

Justification : Full

Font : Times New Roman

Font size : 13

Line spacing : 1.5"

While lodging the applications, hard copy as usual be presented in Lodging Section and the date of presentation of such hard copy shall be deemed to be the date of institution, presentation and lodging for all purposes including for the purpose of limitation.

After removing office objections, if any, and before final number is given, the Advocate on record shall submit a soft copy on the CD-R (Read Only) / DVD-R (Read Only) with an undertaking on paper in the following format:

"Certified that the soft copy filed herewith is a replica of the hard copy filed".

The Application / Petition shall not be registered and final number shall not be given until the soft copy is submitted as required under this Practice Note. This will also apply to all subsequent pleadings and documents (including Vakalatnama) in the proceedings covered by this Practice Note.

Soft copy of application along with all documents annexed thereto shall be in .doc format in addition signed page of application along with verification, vakalatnama and affidavit in support of application and all consent letters of shareholders, secured and unsecured creditors, which are required to be annexed to the application should be scanned and submitted in .pdf format to the Lodging Section. All these documents are required to be scanned in 300 dpi. The contents shall be bookmarked as per the Index. Procedure for book-marking is available at official website of Bombay High Court viz. *bombayhighcourt.nic.in*

All other existing rules and practice notes regarding Index, marking of Exhibits and order of paper book, etc. shall continue to be followed.

The provisions of Companies (Court) Rules, 1959, High Court Original Side Rules and Practice Notes shall mutatis mutandis, apply to the proceedings filed under this Practice Note.

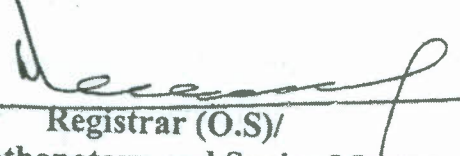
This Practice Note shall be in operation until further orders.

HIGH COURT, ORIGINAL SIDE
BOMBAY, 13 AUGUST 2013

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By Order,

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Registrar (O.S.)/
Prothonotary and Senior Master