



March 29th 2018

Mr Douglas Mendes S.C.
President, Law Association of Trinidad & Tobago
Second Floor, 95-97 Frederick Street
PORT OF SPAIN

Dear Mr. Mendes,

The Judiciary of Trinidad & Tobago is working to refurbish and reopen the San Fernando Magistrates' Court Building. To help improve the provision of its services in the meantime, the Judiciary has taken a decision to transfer the services of the San Fernando Magistrates' Court, which are currently being offered at the Madinah Building, to the San Fernando Supreme Court Building, with effect from Tuesday 3rd April 2018 until the end of the 2017-2018 Law Term. Please allow me to share with you and your association, the implications of this for attorneys and their clients.

Matters Listed for...	Matters will be heard at...
San Fernando Supreme Court 1st & 2nd Courts	Supreme Court Building Monday – Friday from 9:00am to 1:00pm
"San Fernando Magistrates' Court (Old Court)" 1st Court	Supreme Court Building (as obtains presently) Monday – Friday from 9:00am to 3:00pm
San Fernando Magistrates' Court (Old) – 2nd & 6th Courts	Supreme Court Building at the 1st Criminal Court Monday - Friday from 2:00pm to 5:00pm (After the High Court sits)
San Fernando Magistrates' Court (Old) – 4th & 5th Courts	Supreme Court Building at the 2nd Criminal Court Monday - Friday from 2:00pm to 5:00pm (After the High Court sits)

Registry Services:

Cash services including the payment of fines and compensation which would be normally done at "San Fernando Magistrates Court (Old Court)", will now be provided at the "San Fernando Supreme Court" building from 8:00 a.m. to 4:15 p.m. (Mondays – Thursdays) and 8:00 a.m. to 4:00 p.m. on Fridays.

Madainah Building:

All services which were offered at the Madinah Building before the operations of the San Fernando Magistrates' Court moved to the Madinah Building, such as services related to Family Matters, payment of traffic related fines etc., will continue to be provided at the Madinah Building.

Before closing, please allow me to also share that the Judiciary of Trinidad & Tobago is also working to improve its operations and the quality of service not only through "brick and mortar" projects but also through process improvement and technology driven projects. Two such examples, about which more information will be communicated to you and the members of your Law Association soon, are the "Probate Modernization Project" and the "CourtPay Project". The latter was recently launched by the Honourable Chief Justice and will go live soon.

We shall continue to work to improve our services and keep in regular communication with you and the law Association.

Sincerely,

Anderson Gordon
Court Planning Director