

SUPREME COURT OF JUDICATURE REGISTRAR'S CHAMBERS

May 9, 2018

Mr. Douglas Mendes, SC.
President of the Law Association
2nd Floor
95-97 Frederick Street,
PORT OF SPAIN



Dear Sir,

Re: Standardization of Paper Size at the Judiciary of Trinidad and Tobago

Kindly note that since the implementation of the Criminal Procedure Rules 2016, we wish to advise that with immediate effect, every document prepared for use in any Criminal Registry or in relation to any criminal proceedings before the Court, as far as practicable, must be on letter sized (8.5" x 11") paper; approximately eleven (11) inches long by eight and one-half (8.5) inches wide. We appreciate that certain documents are on legal sized paper and we will continue to accept such documents until September 15, 2018.

In this regard, all new documents are to be filed on letter sized paper. Photocopies of documents should, as far as practicable, be shrunk to be accommodated on letter sized paper.

Additionally, a margin of one (I) inch must be made on the left hand side of all documents to facilitate adequate storage without the risk of obscuring pertinent information.

Further to this letter, a Practice Direction will be issued by the Honourable Chief Justice to formalise the requirement for the use of letter sized (8.5" x II") paper.

Thank you in advance for your co-operation.

Yours faithfully,

Nirala Bansee-Sookhai Registrar and Marshal

Supreme Court of Trinidad and Tobago

Mrs. Nirala Bansee-Sookhai Registrar and Marshal,

Supreme Court of Trinidad and Tobago

