



MAGISTRATES COURT OF TASMANIA

CIRCULAR TO PRACTITIONERS

No 2 of 2026

Communication with the Magistrates Court

Seeking Relief

Practitioners are reminded that timely and clear communication with the court is expected to ensure the consistent operation and management of daily lists.

It is the responsibility of all practitioners that are appearing, to ensure that each Magistrate, via their allocated court clerk is provided notice of the relevant matters counsel will be appearing on.

This communication is required to occur before the commencement of the court. Counsel is encouraged to provide this notice either in writing by email or in person to the court clerk prior to commencement of the court. All courtrooms will be opened 15 minutes before the commencement time of the list to enable this communication to occur.

If relief is required for an appearance, permission should be sought via the court clerk before the appearance and commencement of the list.

An updated list of the relevant court clerks can be requested via each Registry.

Change to Request for Current Matters

The Magistrates Court – CRIMES Mail Inbox is no longer monitored. Any request that counsel are seeking with respect to their client's current matters, should be directed to the relevant registry mailbox:

registry.burnie@magistratescourt.tas.gov.au
registry.devonport@magistratescourt.tas.gov.au
registry.hobart@magistratescourt.tas.gov.au
registry.launceston@magistratescourt.tas.gov.au

If a matter is urgent, please contact the relevant registry directly.

Jane Cook
Administrator of Courts