

**REGISTRATION DEPARTMENT
RESUMPTION AND DETAILS OF SERVICES
FOR THE PERIOD MAY 4 - 15, 2020**

Staff will report for duty on Monday May 4, 2020. The office will open to the public on Tuesday May 5, 2020 from 9:00 a.m. - 1:00 p.m.

Using a similar alphabetical system as developed by the government of Barbados, persons will conduct business according to a schedule. This schedule will vary according to sections of the Department. You are therefore asked to carefully note the days in which services are offered for the period May 5 -15, 2020. There will be strict protocols for conducting business with the Registration Department.

The Department will try its best to minimize the wait. However, you are advised that there may be some delays. We appreciate your patience and understanding.

Protocol for entering the Supreme Court Complex and all Magistrates' Courts

- All persons entering the Supreme Court Complex are required to wear face masks at all times.
- You must use the hand sanitizer on entering the building.
- Only persons conducting business will be allowed to enter offices of the Registration Department.
- Social distancing protocols must be adhered to.

RECORDS SECTION

Registration of Birth

Classification of the alphabetical system will be done according to mother's surname only. Registration of births will continue to be done under Vital Statistics Act (married and single persons). Therefore, unmarried couples are required to come together on the date that has been selected for mother's surname. The law requires husbands to register the baby but wives are encouraged to come as well.

We encourage you not to bring babies unless this cannot be avoided.

Day	Surname	Day	Surname
Tuesday May 5,	A - B, U, V, Y, Z	Monday May 11	H - L
Wednesday May 6	A - B, U, V, Y, Z	Tuesday May 12	H - L
Thursday May 7	C-G	Wednesday May 13	M - Q
Friday May 8	C-G	Thursday May 14	M - Q
		Friday May 15	R, S, T, W, X

Collection of Certificates

Certificates which were to be collected prior to the curfew can be collected on the following days:

Day	Surname	Category
Tuesday May 5,	A - J	Nil
Wednesday May 6	A - J	Nil
Thursday May 7	K - Z	Nil
Friday May 8	K - Z	Nil

Application of Certificates

Day	Surname	Category
Monday May 11	A - H	Nil
Tuesday May 12	A - H	Seniors (70 and older) / disabled and Pregnant women
Wednesday May 13	I - N	Nil
Thursday May 14	I - N	Essential Workers
Friday May 15	O - Z	Nil

HIGH COURT

FILING OF CIVIL, COMMERCIAL AND FAMILY DOCUMENTS

Tuesday May 5, 2020 - Limitation of Actions Act

All Attorneys who would have submitted documents to the Registrar via an electronic medium will be allowed to file documents where the claim would have expired during the period of closure under the Limitation of Actions Act. You should submit your original documents with stamp duty and the copy that was submitted.

Wednesday May 6, 2020

Any other document to be filed will follow the alphabetical system as specified below: This classification will be by:

- (i) surname of the attorney as listed on the Drawn and Prepared of documents to be filed;
- (ii) name of the law firm responsible for the documents being filed.

Day	Surname	Day	Surname
Tuesday May 5	reserved	Monday May 11	A - B
Wednesday May 6	C - F	Tuesday May 12	L - R
Thursday May 7	G - K	Wednesday May 6	C - F
Friday May 8	A - B	Thursday May 7	G - K
		Friday May 8	A - B

EXAMINATION OF FILES

Same alphabetical system as above will apply. However, before handling any files, persons must properly sanitize his/her hands with the alcohol-based sanitizer provided.

This service will be delayed until glass barriers have been erected in the High Court Registry for the protection of the members of staff, public or attorney-at-law.

MONDAY MAY 11, 2020

FILING OF ESTATE/PROBATE DOCUMENTS

Will commence on Monday May 11, 2020. Alphabetical system will apply.

Day	Surname	Category
Monday May 11	A - B	Nil
Tuesday May 12	L - R	Seniors (70 and older) / disabled and Pregnant women
Wednesday May 6	C - F	Nil
Thursday May 7	G - K	Essential Workers
Friday May 8	A - B	Nil

APPLICATION FOR DECREES ABSOLUTE

Will commence on Monday May 11, 2020. Alphabetical system will apply.

Day	Surname	Category
Monday May 11	A - B	Nil
Tuesday May 12	L - R	Seniors (70 and older) / disabled and Pregnant women
Wednesday May 6	C - F	Nil
Thursday May 7	G - K	Essential Workers
Friday May 8	A - B	Nil

NOTARY PUBLIC SERVICES

This will be done by appointment. Please call 535-9700 to make an appointment.

MAGISTRATE COURTS

- Adjourments in person will be done first.
- There will be a limited number of persons in the court rooms: two lawyers, litigants/accused, probation officer, prison warden and 3 media reporters.
- There will be no persons waiting in the courtroom for another matter to commence.
- No more than one person will be at the counters at any time.
- See list of adjourments below. Adjourments were done in accordance to call dates. That is, the day you were to appear before a Magistrate.

Adjourned dates in the Magistrates' Courts

Court	Dates set for Hearings	Matters adjourned until
District 'A' Traffic	April 6, 2020	June 8, 2020
	April 7, 2020	June 9, 2020
	April 9, 2020	June 12, 2020
	April 14, 2020	June 12, 2020
	April 15, 2020	June 16, 2020
	April 16, 2020	June 8, 2020
	April 17, 2020	June 16, 2020
	April 20, 2020	June 16, 2020
	April 21, 2020	June 16, 2020
	April 22, 2020	June 16, 2020
	April 23, 2020	June 16, 2020
	April 24, 2020	June 16, 2020
	April 27, 2020	June 16, 2020
	April 29, 2020	June 16, 2020
	April 30, 2020	June 16, 2020
District 'A' Court No. 1	April 6, 2020	August 10, 2020
	April 7, 2020	August 11, 2020
	April 8, 2020	August 12, 2020
	April 9, 2020	August 13, 2020
	April 14, 2020	August 18, 2020
District 'A' Court No. 2	April 6, 2020	August 25, 2020
	April 7, 2020	August 26, 2020
	April 8, 2020	August 27, 2020

Court	Dates set for Hearings	Matters adjourned until
District 'A' Court No. 2	April 9, 2020	September 7, 2020
	April 14, 2020	September 8, 2020
	April 15, 2020	September 9, 2020
	April 16, 2020	September 10, 2020
	April 17, 2020	September 11, 2020
	April 20, 2020	September 14, 2020
	April 21, 2020	September 15, 2020
	April 22, 2020	September 20, 2020
	April 23, 2020	September 21, 2020
	April 24, 2020	September 18, 2020
	April 27, 2020	September 21, 2020
	April 29, 2020	September 22, 2020
	April 30, 2020	September 30, 2020
District 'B'/Boarded Hall	April 6, 2020	Persons are asked to call 850/3538/535-9930
	April 7, 2020	Persons are asked to call 850/3538/535-9930
	April 8, 2020	Persons are asked to call 850-3538/535-9930
	April 9, 2020	Persons are asked to call 850-3538/535-9930
	April 14, 2020	Persons are asked to call 850-3538/535-9930
	April 15, 2020	Persons are asked to call 850-3538/535-9930
	April 16, 2020	Persons are asked to call 850-3538/535-9930
District 'C'	April 7, 2020	Persons are asked to call 850-3538
	April 8, 2020	Persons are asked to call 850-3538
	April 9, 2020	July 16, 2020
	April 14, 2020	Persons are asked to call 850-3538
	April 15, 2020	Persons are asked to call 850-3538
District 'D'	April 6 - 30	Persons are asked to call 536-3572 / 73 / 74 / 75
District 'E'	April 6 - 30	Persons are asked to call 535-9952 / 53 / 55 / 57 /63
District 'E'/Holetown	April 6 - 30	Persons are asked to call 535-9952 / 53 / 55 / 57 /63
District 'F' Belleplaine	April 6 - 30	Persons are asked to call 536-3574
District 'F'/St. Joseph	April 17, 2020	May 15, 2020
	April 24, 2020	May 22 2020