



PUBLIC NOTICE

PROCEDURE FOR GETTING CERTIFIED COPIES OF JUDGMENTS/ORDERS AND OTHER DOCUMENTS OF THE SUPREME COURT OF PAKISTAN AND DETAILS OF EXPENSES (COURT FEE)

1. A party to any case in the Supreme Court or any other person not a party in the case on showing good cause may obtain certified copies of the orders/judgments of the Supreme Court of Pakistan and other documents as per Supreme Court Rules, 1980 by following a simple procedure. For this purpose Application Forms without any cost are available at the Information Desk.
2. The Application Form along with copy of CNIC is submitted at the Information Desk and a computerized receipt thereof is issued to the applicant. The details of expenses in the shape of Court fee stamps are as under:-

i. Document/Order/Judgment comprising one page	Rs. 10/-
ii. Documents/Orders/Judgments comprising two pages	Rs. 12/-
iii. Documents/Orders/Judgments comprising three pages	Rs. 15/-
iv. Documents/Orders/Judgments comprising four or more pages	Rs.1.86/- per page plus Court fee stamp of Rs.5/-

3. One certified copy of the Judgment/Order passed against the decisions of Service Tribunals is issued to the party (employee) free of cost, however, if such a party applies for additional copy, then the Court fee is to be paid at the prescribed rates.
4. Approximate timeframe for issuance of certified copies of documents/orders /judgments is as under:

i. Documents available in the Copy Branch	One day
ii. Documents available in Branches other than Copy Branch	Three days
iii. Documents available in the Record Room	Four days

PROCEDURE FOR OBTAINING COPIES OF PAPER BOOKS OF PENDING CASES

- Parties to the cases are allowed to obtain copies of Paper Books of their cases by making application on the prescribed proforma by affixing Court fee stamp of Rs. 5/- either before the Additional Registrar or Deputy Registrar (Judicial). However, the expenses of photocopy of paper books will be borne by the applicant/party.

Note:

- It is informed to all concerned that except the above mentioned expenses, no other expenses are charged in this regard. In case anyone charges extra expenses, complaints may be submitted in the Office of the Registrar, Supreme Court of Pakistan.