

IN THE HIGH COURT OF SOUTH AFRICA

**[Insert relevant division of High Court and city]**

CASE NO: **[Insert]**

In the matter between :

**[Insert name of applicant]**

Applicant

and

**[Insert name of respondent]**

Respondent

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**Notice of Motion**

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**TAKE NOTICE** that **[insert details]** (hereinafter called the applicant) intends to make application to this Court for an order:

1. The Applicant's non-compliance with **[state non-compliance]** is hereby condoned;
2. The Applicant is granted **[insert number]** days from date of this order to file his replication;
3. The Applicant is to pay the costs of the application in event of it being unopposed, in the alternative in the event of opposition that costs are reserved for determination at the trial (in the above set forth the form of order prayed).
4. Further and/or alternative relief;

and that the accompanying affidavit of **[insert the name of person whose affidavit will be annexed]**.

**TAKE NOTICE FURTHER** that the applicant has appointed **[insert details]** {here set forth an address referred to in rule 6 (5)(b)} at which he will accept notice and service of all process in these proceedings.

**TAKE NOTICE FURTHER** that if you intend opposing this application you are required (a) to notify applicant's attorney in writing on or before the **[insert date]**;

(b) and within fifteen days after you have so given notice of your intention to oppose the application, to file your answering affidavits, if any; and further that you are required to appoint in such notification an address referred to in rule 6 (5)(b) at which you will accept notice and service of all documents in these proceedings.

If no such notice of intention to oppose be given, the application will be made on the **[insert date]** at **[insert time]**.

Dated at this **[insert day]** day of **[insert place]** **[insert year]**.

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Applicant/Applicant Attorney

**[insert firm name]**

**[insert firm or applicant's address]**

**[insert firm's telephone and fax number]**

REF: **[insert firm reference number]**

To: Respondent/ Respondent Attorneys  
**[insert firm name]**  
**[insert firm or respondent's address]**  
**[insert firm's telephone and fax number]**  
REF: **[insert firm reference number]**

And To: The Registrar of the above Court  
**[insert jurisdiction]**

Copy received on this **[insert  
day]** day of **[insert month]**  
**[insert year]** on behalf of  
Respondent at **[insert time]**

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**[insert signature]**  
Attorney on behalf of Respondent