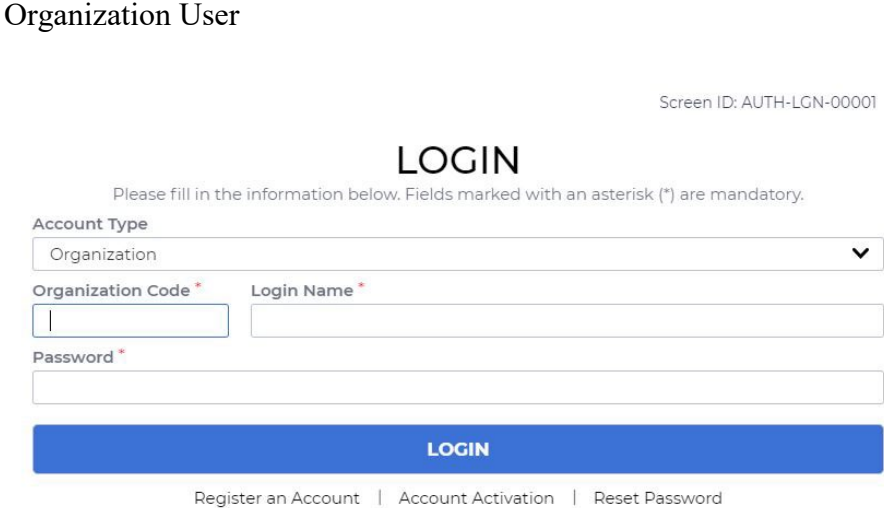
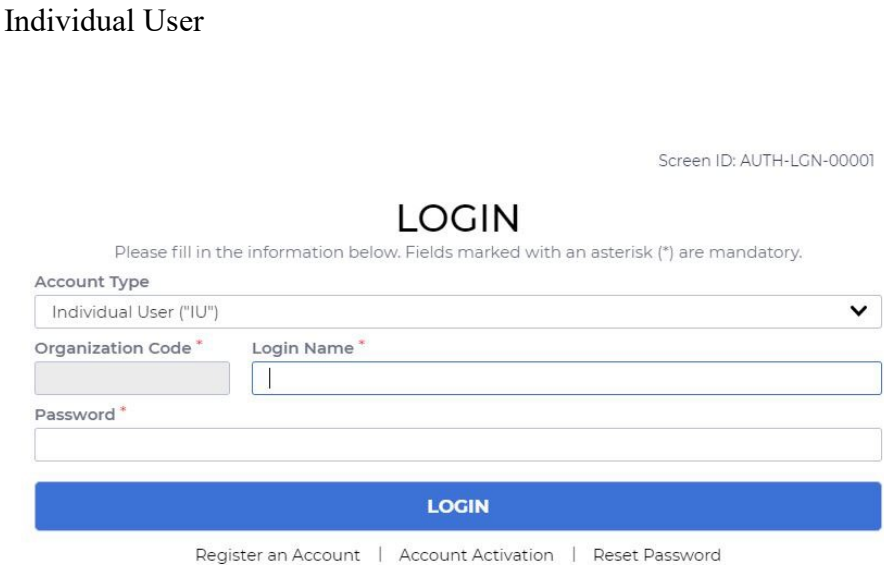


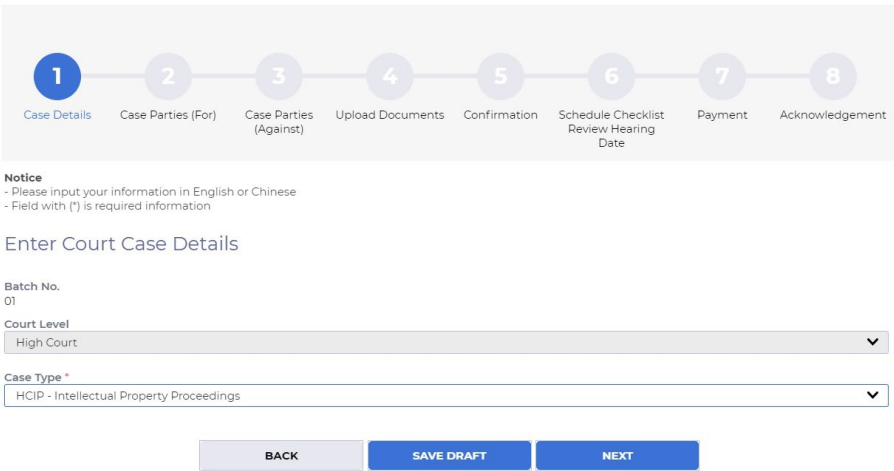
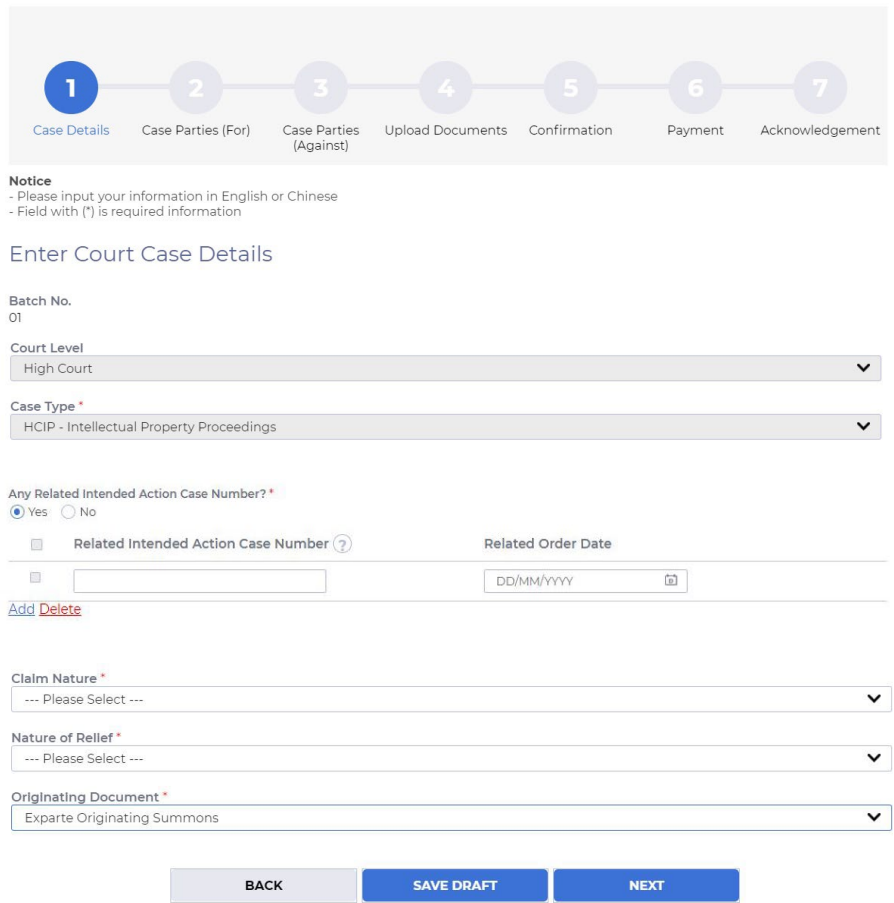
## Commence a new case (civil proceedings – other implemented case type)

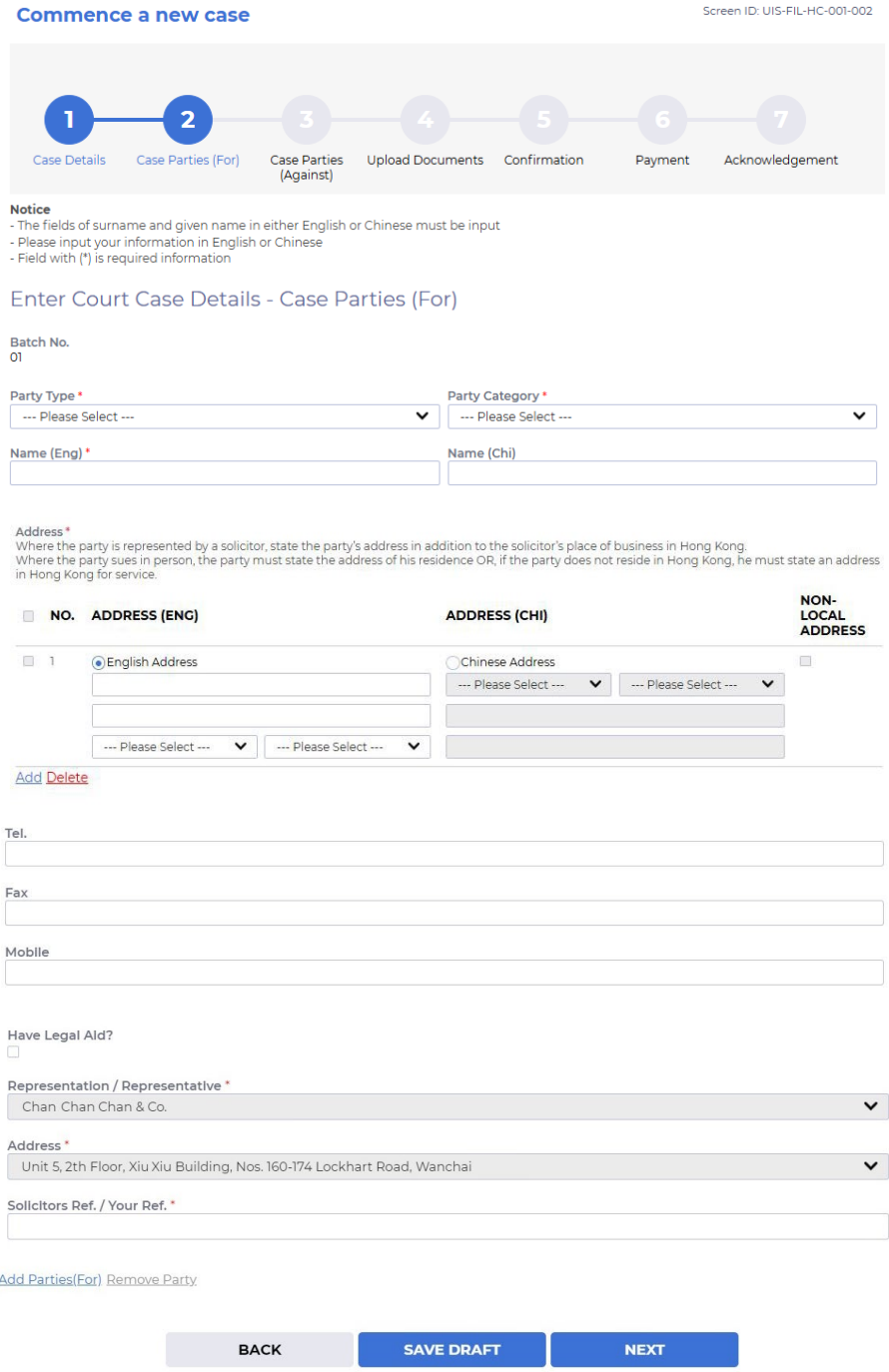
This step-by-step guide outlines the general process required to send documents using iCMS for the High Court selected case types. It is for general guidance only. The screenshots provided hereunder are for general illustration purpose and may not be specific for the case/document concerned. We are now using an intellectual property case for illustration. Please make suitable adaptation in other implemented case types.

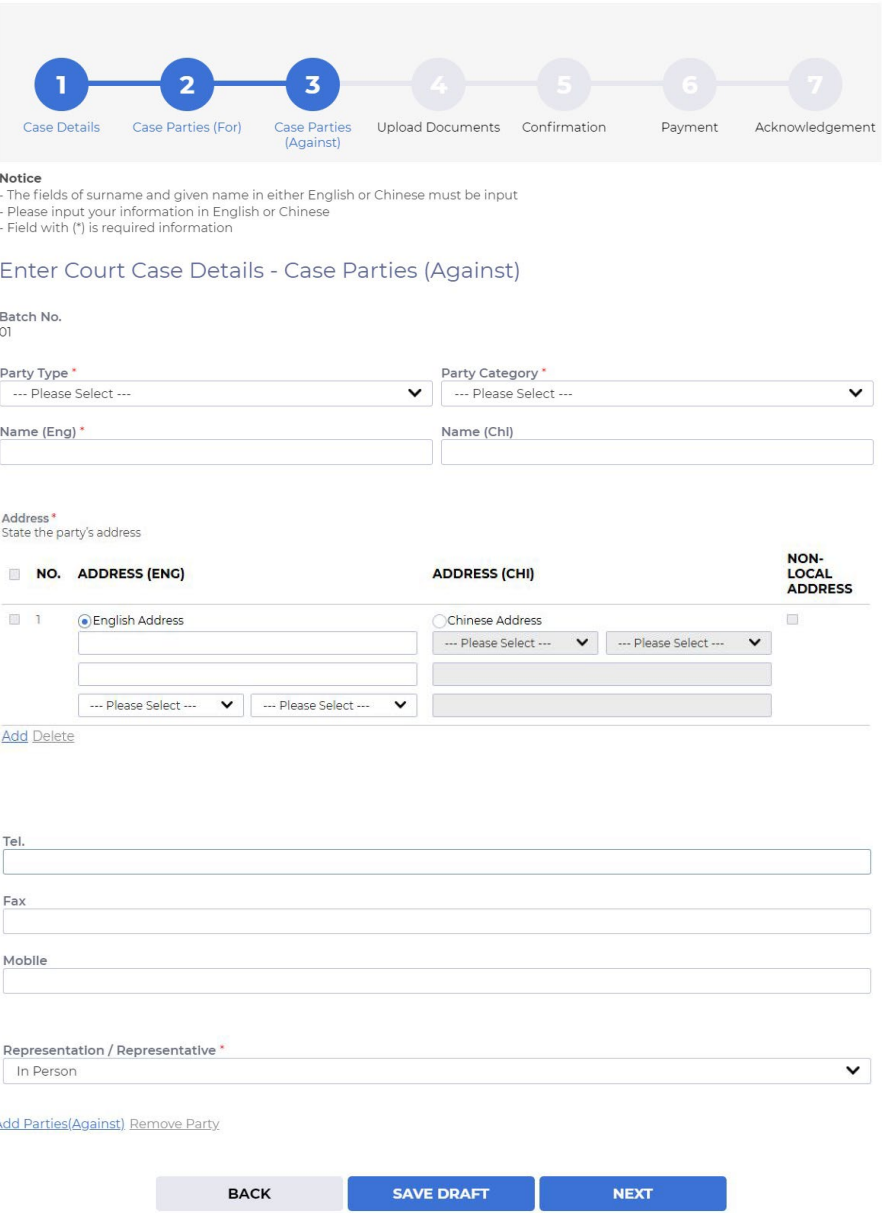
Item	Process	Related screenshots for reference
1.	<p><b><u>Login user account</u></b></p> <p>By Organization User (“OU”) or Individual User (“IU”) account holder</p> <p><i>[Note: Please refer to relevant step-by-step guide “Account Login and Logout” for more information if necessary.]</i></p> <p>For OU account holder, he/she should have been duly assigned to handle the case concerned with proper user role.</p> <p><i>[Note: Please refer to relevant step-by-step guide under the subject of “Assign default OU Account(s) and court case(s)” for more information if necessary.]</i></p>	<p>Organization User</p>  <p>Individual User</p> 

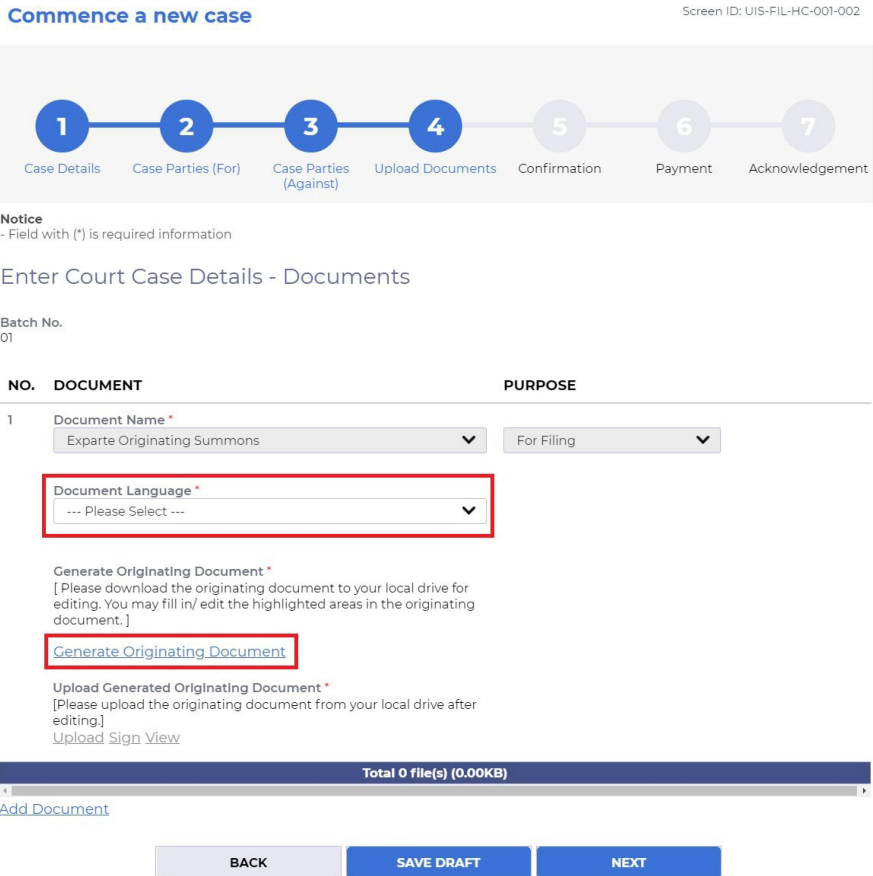
Item	Process	Related screenshots for reference
2.	<p><b><u>Access e-Filing function</u></b></p> <p>Select court level, e.g. “High Court”&gt;</p> <p>Click “Electronic Filing”&gt;</p> <p>Select “Send Document(s)”&gt;</p>	<div><div><div>Home</div><div>High Court</div><div>Electronic Filing</div><div>Send Document(s)</div><div>Inspection of Document</div><div>Bailiff Related Services</div><div>Certification of Translation Service</div><div>Other Electronic Services</div><div>Make Electronic Payment</div><div>Deposit Account Maintenance</div><div>Update Your Profile</div></div><div><div>Message Box</div><div>Screen ID: EXT-MSG-00001</div><div>AllReadUnread</div><div><div>SUBJECT</div><div>DATE/TIME</div><div>FROM</div><div>FILE</div></div><div><div>[CACV 248/2024] Document(s) Filed/Lodged</div><div>17:10</div><div>Appeals Registry (Clerk of ...</div><div>-</div></div><div><div>[CACV 248/2024] New Electronic Submission Received</div><div>16:01</div><div>Appeals Registry, High Court</div><div>484KB</div></div><div><div>[TRN:E2066000221] New Electronic Submission Received</div><div>12:43</div><div>Court Registry, High Court</div><div>970KB</div></div><div><div>[CACV 248/2024] New Electronic Submission Received</div><div>29/08/2024</div><div>Appeals Registry, High Court</div><div>484KB</div></div><div><div>Deposit Account/ Sub-account Topped Up</div><div>27/08/2024</div><div>Finance Section</div><div>482KB</div></div><div><div>[TRN:E2065006316] New Electronic Submission Received</div><div>27/08/2024</div><div>Court Registry, High Court</div><div>485KB</div></div><div><div>[TRN:E2065006260] New Electronic Submission Received</div><div>27/08/2024</div><div>Court Registry, High Court</div><div>485KB</div></div><div><div>[TRN:E2065006259] New Electronic Submission Received</div><div>27/08/2024</div><div>Court Registry, High Court</div><div>485KB</div></div><div><div>[TRN:E2063000239] New Electronic Submission Received</div><div>25/08/2024</div><div>Clerk of Court's Office (Civl...</div><div>489KB</div></div><div><div>[TRN:E2063000228] New Electronic Submission Received</div><div>25/08/2024</div><div>Clerk of Court's Office (Civl...</div><div>489KB</div></div></div></div>
3.	<p><b><u>Select the required function</u></b></p> <p>Select “Commence a new case”&gt;</p> <p>Tick the checkbox “I acknowledge that I have read and understood the Note to Sender above.”&gt;</p> <p>Click “NEXT”&gt;</p>	<div><div>Send Document(s)</div><div>Screen ID: UIS-FIL-HC-001-001</div><div>Note to Sender</div><div>Electronic transactions with the e-Courts</div><div><div>1.The Judiciary operates the Judiciary Web Portal which provides a platform for the legal practitioners, government departments and litigants-in-person who have registered as users of integrated Court Case Management System (“iCMS”) to send documents by electronic means and conduct other electronic transactions with the e-Courts.</div><div>Under Section 32 of the Court Proceedings (Electronic Technology) Ordinance, Chapter 638, the Chief Justice may specify, by implementation notices published in Gazette, the date from which electronic technology may be used in relation to a particular e-Court or a type of or description of proceedings, thereby implementing the use of electronic technology in relation to court proceedings in phases. Please refer to the implementation notice(s) issued by the Chief Justice currently in force.</div><div>2. Sender has to observe the time requirement for submission of document and/or payment in accordance with the applicable legislations, relevant Practice Directions and/or any specific orders or directions made by Judges and Judicial Officers.</div></div><div><div>.....</div><div>Others</div><div><div>21. In case of any discrepancies between the English version and the Chinese translation of this note, the English version shall prevail.</div><div>Commence a new case</div><div><div><div>I acknowledge that I have read and understood the Note to Sender above.</div></div></div><div>NEXT</div></div></div></div>

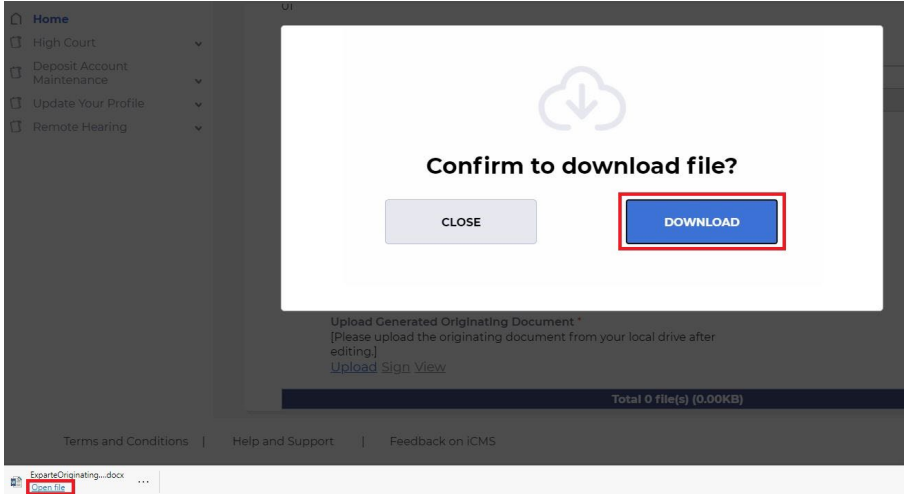
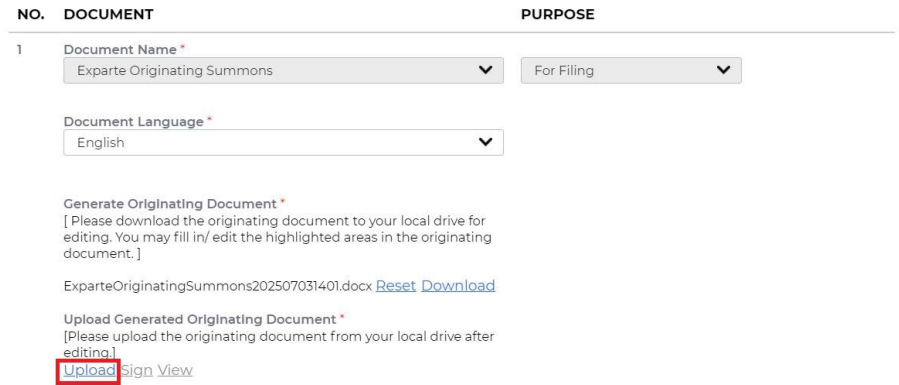
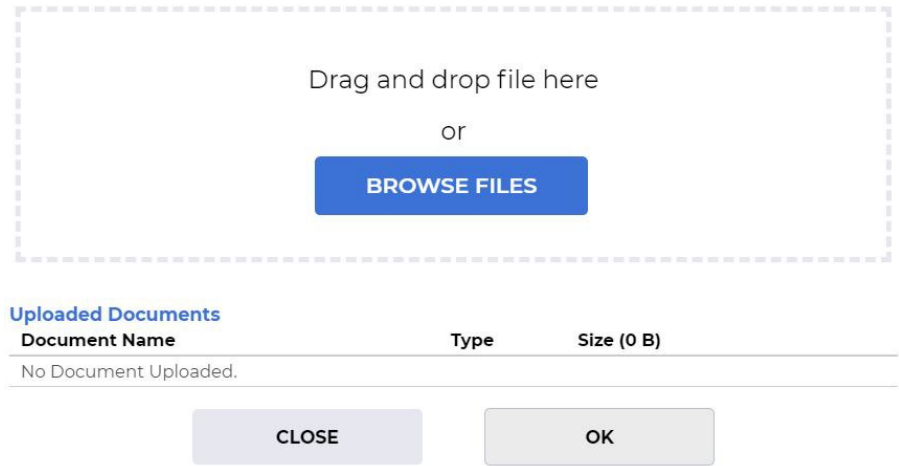
Step-by-step guide - “Commence a new case – (civil proceedings - other implemented case type)”

Item	Process	Related screenshots for reference
4.	<p><b><u>Input case details</u></b></p> <p>“Court Level” is prefilled as “High Court”.</p> <p>Select “Case Type*”&gt;</p> <p>Click “NEXT”&gt;</p>	<p><b>Step 1: Enter Court Case Details</b></p> <p>Commence a new case <span>Screen ID: UIS-FIL-HC-001-002</span></p>  <p>Notice</p> <ul style="list-style-type: none"> <li>- Please input your information in English or Chinese</li> <li>- Field with (*) is required information</li> </ul> <p>Enter Court Case Details</p> <p>Batch No. 01</p> <p>Court Level High Court</p> <p>Case Type* HCIP - Intellectual Property Proceedings</p> <p>BACK SAVE DRAFT NEXT</p>
5.	<p><b><u>Input case details (cont’d)</u></b></p> <p>“Court Level” is prefilled as “High Court”.</p> <p>“Case Type” is prefilled as “HCIP – Intellectual Property Proceedings” according to the selection at item 4.</p> <p>Select “Yes” for “Any Related Intended Action Case Number*”, input “Related Intended Action Case Number” and “Related Order Date” if any&gt;</p> <p>Select “Claim Nature*”&gt;</p> <p>Select “Nature of Relief*”&gt;</p> <p>Please select the appropriate originating document from the Originating Document* dropdown.</p> <p>Click “NEXT”&gt;</p>	<p><b>Commence a new case</b> <span>Screen ID: UIS-FIL-HC-001-002</span></p>  <p>Notice</p> <ul style="list-style-type: none"> <li>- Please input your information in English or Chinese</li> <li>- Field with (*) is required information</li> </ul> <p>Enter Court Case Details</p> <p>Batch No. 01</p> <p>Court Level High Court</p> <p>Case Type* HCIP - Intellectual Property Proceedings</p> <p>Any Related Intended Action Case Number? *</p> <p><input checked="" type="radio"/> Yes <input type="radio"/> No</p> <p><input type="checkbox"/> Related Intended Action Case Number ? <input type="text"/> Related Order Date <input type="text"/></p> <p><a href="#">Add</a> <a href="#">Delete</a></p> <p>Claim Nature* --- Please Select ---</p> <p>Nature of Relief* --- Please Select ---</p> <p>Originating Document* Exparte Originating Summons</p> <p>BACK SAVE DRAFT NEXT</p>

Item	Process	Related screenshots for reference
6.	<p><b><u>Input case party details</u></b></p> <p>Select “Party Type *”&gt;</p> <p>Select “Party Category*”&gt;</p> <p>Input “Surname (Eng)*”&gt;</p> <p>Input “Given Name (Eng)”&gt;</p> <p>Input “Address*”&gt;</p> <p>Select district and region&gt;</p> <p>“Representation/ Representative*” and corresponding address are prefilled (in accordance with user profile of OU/IU). If “Address” is more than one, please select as appropriate.&gt;</p> <p>Input “Solicitors Ref./Your Ref.*”&gt; <i>[Note: Only applicable to OU account user.]</i></p> <p>Click “Add Parties(For)” and repeat the steps for any additional Plaintiff(s).</p> <p>Click “NEXT”&gt;</p>	<p><b>Step 2: Enter Court Case Details - Case Parties (For)</b></p>  <p><i>[Note: You may save the submission as draft at any time before confirmation and payment. Please refer to “How to save (and retrieve) a draft submission before commencing a new case?” video clip, and/ or the step-by-step guide on “Save (and retrieve) a draft submission before commencing a new case” for more information.]</i></p>

Item	Process	Related screenshots for reference
7.	<p><b><u>Input case party details</u></b></p> <p>Select “Party Type *”&gt;</p> <p>Select “Party Category*”&gt;</p> <p>Input “Surname (Eng)*”&gt;</p> <p>Input “Given Name (Eng)”&gt;</p> <p>Input “Address*”&gt;</p> <p>Select district and region&gt;</p> <p>Select “Representation/ Representative*” otherwise it is defaulted as “In Person” &gt;</p> <p>Click “Add Parties(Against)” and repeat the steps for any additional Defendant(s).</p> <p>Click “NEXT”&gt;</p>	<p><b>Step 3: Enter Court Case Details - Case Parties (Against)</b></p> <p><b>Commence a new case</b> <span>Screen ID: UIS-FIL-HC-001-002</span></p>  <p><b>Notice</b></p> <ul style="list-style-type: none"> <li>- The fields of surname and given name in either English or Chinese must be input</li> <li>- Please input your information in English or Chinese</li> <li>- Field with (*) is required information</li> </ul> <p><b>Enter Court Case Details - Case Parties (Against)</b></p> <p>Batch No. 01</p> <p>Party Type * <span>Party Category *</span></p> <p>--- Please Select --- <span>--- Please Select ---</span></p> <p>Name (Eng) * <span>Name (Chi)</span></p> <p>Address * State the party's address</p> <p><input type="checkbox"/> NO. ADDRESS (ENG) <span>ADDRESS (CHI)</span> <span>NON-LOCAL ADDRESS</span></p> <p><input type="checkbox"/> 1 <input checked="" type="radio"/> English Address <span><input type="radio"/> Chinese Address</span></p> <p>--- Please Select --- <span>--- Please Select ---</span> <span>--- Please Select ---</span></p> <p>--- Please Select --- <span>--- Please Select ---</span></p> <p><a href="#">Add</a> <a href="#">Delete</a></p> <p>Tel. <input type="text"/></p> <p>Fax <input type="text"/></p> <p>Mobile <input type="text"/></p> <p>Representation / Representative * In Person <span>▼</span></p> <p><a href="#">Add Parties(Against)</a> <a href="#">Remove Party</a></p> <p><b>BACK</b> <b>SAVE DRAFT</b> <b>NEXT</b></p>

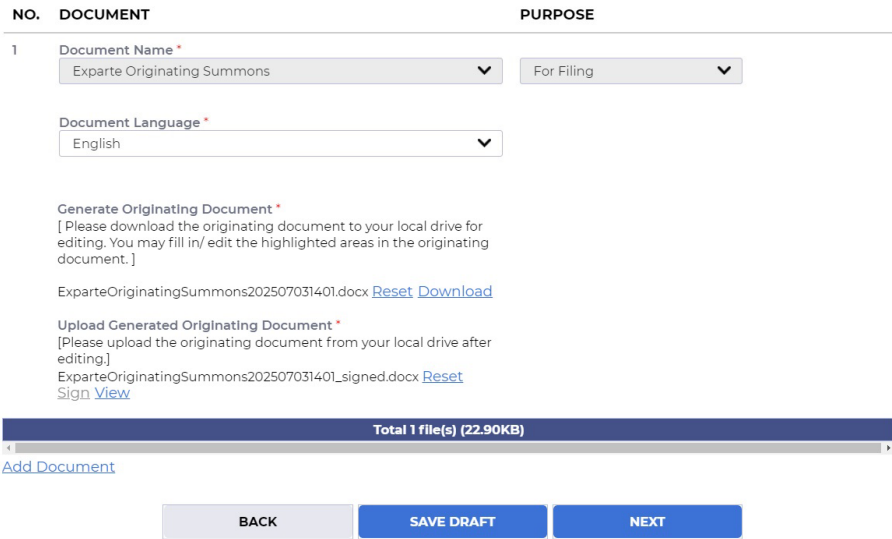
Item	Process	Related screenshots for reference
8.	<p><b><u>Upload documents</u></b></p> <p>Select “English” in “Document Language*”&gt;</p> <p>Click “Generate Originating Document” to generate a document according to information filled in the previous steps.</p> <p>A draft originating document, i.e. Exparte Originating Summons, is generated. Click “Download” to download this draft&gt;</p>	<p>Step 4: Enter Court Case Details - Documents</p> <p>Select “Document Language” and click “Generate Originating Document”</p>  <p>Click “Download” to download draft document</p>

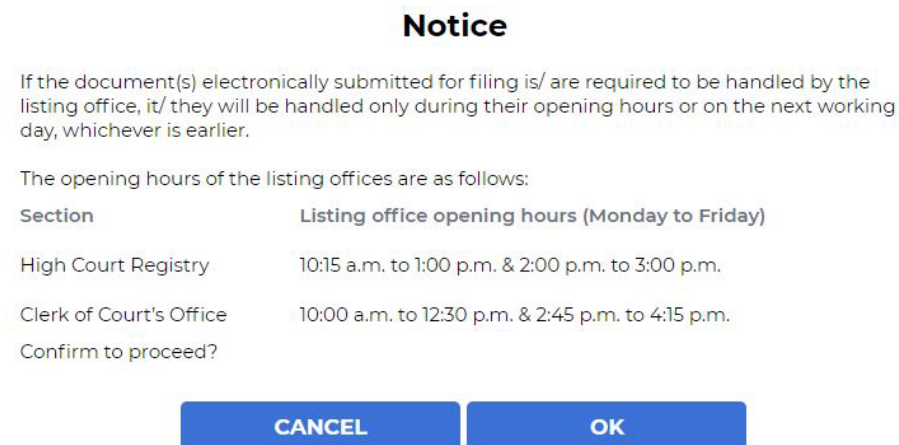
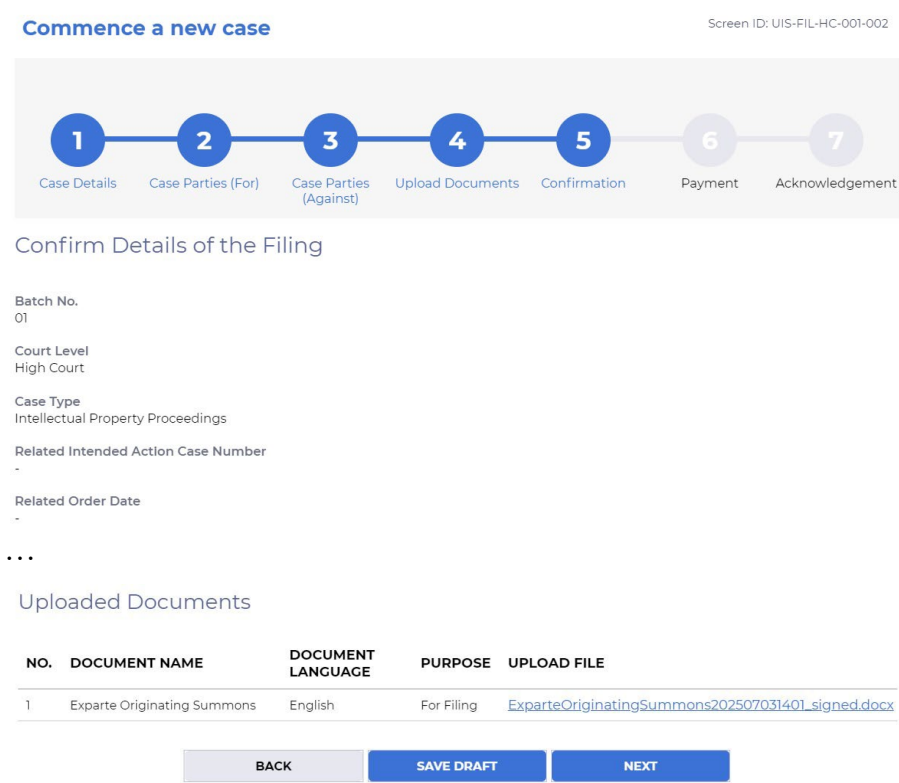
Item	Process	Related screenshots for reference
	<p>A window pops up. Click “DOWNLOAD” again to proceed&gt;</p> <p>The draft originating document is downloaded to the local drive. Click “Open file”. Edit the content of the downloaded draft if necessary. Click “CLOSE” to close the pop up&gt;</p> <p>Click “Upload” to upload the revised originating document&gt;</p> <p>After clicking “Upload”, there is a pop-up box.</p> <p>Click “BROWSE FILES” in the pop-up box and select the revised originating document which is required to upload from the local drive.</p> <p><i>[Note: You may also use “Drag and drop file here” to upload document file. Please refer to the step-by-step guide “Upload document using ‘drag and</i></p>	<p>Click “DOWNLOAD” again and “Open file”</p>  <p>Click “Upload”</p>  <p>After clicking “Upload”, there is a pop-up box.</p> 









Item	Process	Related screenshots for reference								
	<p><i>drop’ feature” for more information.]</i></p> <p>The revised originating document is successfully uploaded. Click “Preview” to preview the uploaded document if necessary. Otherwise, click “OK” to proceed &gt;</p> <p>The revised originating document is successfully uploaded.</p> <p>Click ‘Sign” to apply signature to the document just uploaded &gt;</p> <p><i>[Note: If document(s) bundled for submission in case commencement is applicable , e.g. Acknowledgement of Service bundled with Writ of Summon, the document(s) are listed in this step. Please click Upload to upload the document(s) concerned, or click Delete to remove the document(s) if necessary..]</i></p>	<div><div>Drag and drop file here</div><div>or</div><div>BROWSE FILES</div></div> <div><div>Uploaded Documents</div><table><thead><tr><th>Document Name</th><th>Type</th><th>Size (22.9 KB)</th><th></th></tr></thead><tbody><tr><td>ExparteOriginatingSummons202507031401</td><td>docx</td><td>22.9 KB</td><td><div>PreviewDelete</div></td></tr></tbody></table><div><div>CLOSE</div><div>OK</div></div></div> <div><div><div>NO. DOCUMENTPURPOSE</div><div><div>1Document Name *<div>Exparte Originating Summons</div></div><div>Document Language *<div>English</div></div><div>Generate Originating Document *<div>[ Please download the originating document to your local drive for editing. You may fill in/ edit the highlighted areas in the originating document. ]</div><div>ExparteOriginatingSummons202507031401.docxResetDownload</div><div>Upload Generated Originating Document *<div>[Please upload the originating document from your local drive after editing.]</div><div>ExparteOriginatingSummons202507031401.docx(22.92KB)ResetSignView</div></div></div><div>Sign</div><div><div>Signature *<div>[Please input your full name, which should match the registered user's name in iCMS, as your electronic signature.]</div></div><div>Post Title *<div>[Your filing is not yet completed. After signing, please complete the filing of the document as early as possible.]</div></div><div><div>CANCEL</div><div>CONFIRM</div></div></div></div></div></div>	Document Name	Type	Size (22.9 KB)		ExparteOriginatingSummons202507031401	docx	22.9 KB	<div>PreviewDelete</div>
Document Name	Type	Size (22.9 KB)								
ExparteOriginatingSummons202507031401	docx	22.9 KB	<div>PreviewDelete</div>							



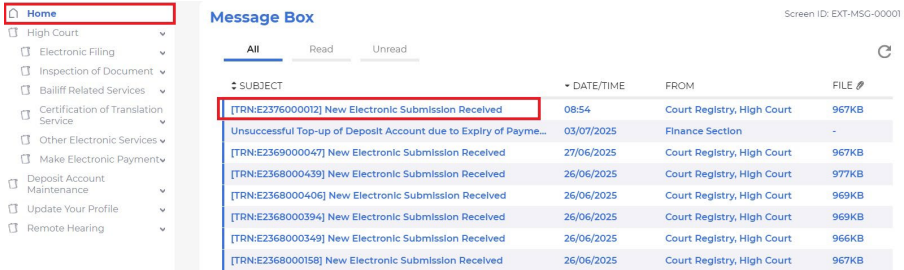
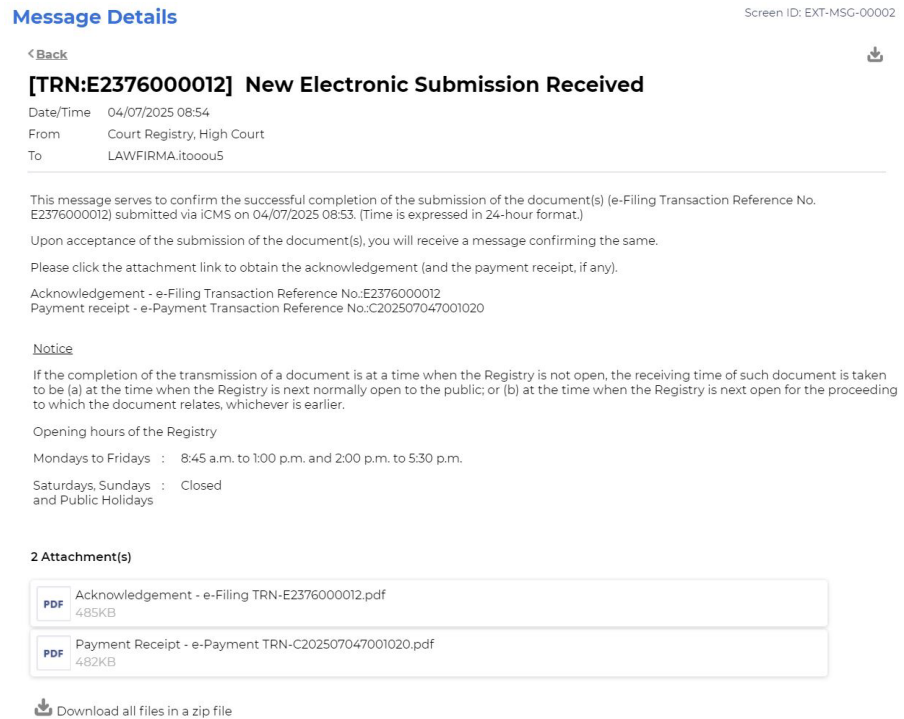
Item	Process	Related screenshots for reference
	<p>The revised originating document is successfully signed.</p> <p>After uploading all documents, click “NEXT”&gt;</p>	 <p><i>[Important Note for OU account holders, particularly for legal firm users: If the previous steps are taken by the filing clerk and since the originating document is required to be signed by the Solicitor, the filing clerk has to click “SAVE DRAFT” at the bottom and inputs the password for Solicitor to retrieve the saved record for e-sign. Please note that only the generated originating document is saved in this step.</i></p> <p><i>Then log in the OU account of the Solicitor who is responsible for signing the document. Select “High Court”&gt; “Electronic Filing”&gt; “Send Document(s)”&gt; “Load draft filing”. Input the password to retrieve the saved record. The Solicitor can then sign the document.</i></p> <p><i>Since the signer is the submitter and only the originating document is saved, the Solicitor will then be required to upload any supporting documents for case commencement (if applicable), e.g. an affidavit/ affirmation in support, and continue item 9 to proceed with the procedure after signing the originating document.]</i></p>

Item	Process	Related screenshots for reference
9.	<p><b><u>Notice of opening hours of the listing offices</u></b></p> <p>Click “OK” in the pop-up notice of opening hours of the listing offices&gt;</p>	<p>A pop-up notice of opening hours of the listing offices</p> 
10.	<p><b><u>Confirm details of the filing</u></b></p> <p>If filing details are in order, click “NEXT”&gt;</p> <p>Click the hyperlink under the column “UPLOAD FILE” to view the documents signed or uploaded in the previous steps, if necessary.</p> <p>Or, if filing details are not in order, click “BACK” to return to the previous steps to rectify any of the inputted data&gt;</p>	<p>Step 5: Confirm Details of the Filing</p> 




Item	Process	Related screenshots for reference
11.	<p><b><u>Payment</u></b></p> <p>Click “NEXT” &gt;</p> <p><i>[Note: Payment is not applicable to the party who is on legal aid.]</i></p>  <	

Item	Process	Related screenshots for reference
12.	<p>Select one “Payment Method” and the “PAY” will be activated.</p> <p>Click “PAY”&gt;</p> <p><i>[Note: (i) Payment is not applicable to the party who is on legal aid.</i></p> <p><i>(ii) If payment method other than Deposit Account is selected, you will be redirected to the website of External Payment Service Provider for payment.</i></p> <p><i>(iii) Payment by Deposit Account is only applicable to organization accounts. If Deposit Account is selected, you will be redirected to a confirmation page of payment via deposit account. Please refer to step-by-step guide “Make Electronic Payment” for more information if necessary.]</i></p> <p><i>(iv) Upon successful payment, you will be redirected back to iCMS to proceed to Step 7 at item 13.]</i></p>	<p><b>Online Payment Service</b> <span style="float: right;">Screen ID: EPY-SET-0001</span></p> <p>Type of Service: Judiciary Online Payment Service  Merchant Name: The Judiciary  e-Filing Transaction Reference No: E2376000012  Transaction Date: 04/07/2025  Total Amount: HKD 835.00</p> <p>Payment Method:</p> <div> <input checked="" type="radio"/>      </div> <div> <input type="radio"/>  </div> <p><b>CANCEL PAY</b></p> <div> <ul style="list-style-type: none"> <li>• Please take note of the transaction reference number or PRINT the page for enquiry on the payment status when necessary.</li> <li>• After pressing the pay button, please DO NOT leave this page until you are redirected to the acknowledgement page, otherwise your transaction may not be successful.</li> <li>• Merchant Name is applicable to credit card payment method only.</li> <li>• PPS Shop&amp;Buy(PPSB) does not support payment via browsers of mobile devices (including mobile phones and tablets) at the moment. If you wish to pay by PPSB, please change to use desktop computer.</li> <li>• Some users may receive an error page or have to wait for several minutes before they get a response from the credit card payment gateway. If you experience such a problem, please wait a moment and retry, or change to use deposit account (applicable to Organization Accounts with deposit accounts only) or PPSB to settle the payment. We apologise for any inconvenience caused.</li> <li>• Different credit card issuers may have implemented different mechanisms to authenticate the cardholder's identity during online payment. Please contact your card issuer if you want to learn more about the Verified by Visa and MasterCard SecureCode service.</li> <li>• For refund of online payment by credit card or PPSB, it will normally be conducted either by way of cheque, bank draft or cash to the appropriate case party or legal representative or in the case of e-Apostile Service, to the payer/ applicant. For refund of online payment by deposit account (applicable to Organization Accounts with deposit accounts only), the refund amount will be credited to the same deposit account.</li> <li>• Balance of deposit account will only be refunded upon termination of Organization Account.</li> <li>• If the payment exceeds the ceiling of the payment method, such payment method will not be shown above.</li> </ul> </div>

Item	Process	Related screenshots for reference																												
13.	<p><b><u>Acknowledgement</u></b></p> <p>Click “SAVE ACKNOWLEDGEMENT”&gt;</p> <p>Click “DOWNLOAD” in the popup up of “Confirm to download file?”&gt;</p> <p>Click “Open file” to retrieve the Acknowledgement&gt;</p> <p>Click “SAVE PAYMENT RECEIPT”&gt;</p> <p>Click “DOWNLOAD” in the popup up of “Confirm to download file?”&gt;</p> <p>Click “Open file” to retrieve the Payment receipt&gt;</p> <p>Click “Download” under the column “UPLOAD FILE” to download a copy of originating document submitted, if necessary.</p>	<p>Step 7: Acknowledgement</p> <div><div>Commence a new case</div><div>Screen ID: UIS-FIL-HC-001-002</div><div><div><div>1</div><div>2</div><div>3</div><div>4</div><div>5</div><div>6</div><div>7</div></div><div><div>Case Details</div><div>Case Parties (For)</div><div>Case Parties (Against)</div><div>Upload Documents</div><div>Confirmation</div><div>Payment</div><div>Acknowledgement</div></div></div></div> <p>Notice</p> <p>If the completion of the transmission of a document is at a time when the Registry is not open, the receiving time of such document is taken to be (a) at the time when the Registry is next normally open to the public; or (b) at the time when the Registry is next open for the proceeding to which the document relates, whichever is earlier.</p> <p>Acknowledgement</p> <div><div><div>Submitted By Ms. Wong Tai Lick (LAWFIRMA,lt000u5)</div><div>Submitted On 04/07/2025 08:53:42</div><div>e-Payment Transaction Date Time 04/07/2025 08:53:35</div><div>e-Payment Method Credit Card(JCB)</div></div><div><div>Organization Chan Chan Chan &amp; Co.</div><div>e-Filing Transaction Reference No. E2376000012</div><div>e-Payment Transaction Reference No. C202507047001020</div></div></div> <p>Transaction Summary</p> <table><thead><tr><th>BATCH NO.</th><th>CASE NO.</th><th>CASE TYPE</th><th>HEARING NATURE</th><th>SCHEDULE DATE AND TIME</th><th>PAYMENT ITEM(S)</th><th>AMOUNT(HKD)</th></tr></thead><tbody><tr><td>1</td><td>-</td><td>Intellectual Property Proceedings</td><td>-</td><td>-</td><td>All Procedural Fees under the Court Proceedings (Electronic Technology) (High Court) (Electronic Fees) Rules - Exparte Originating Summons (Form 11)</td><td>835.00</td></tr></tbody></table> <div>Total amount : 835.00</div> <p>The Following Document(s) Have Been Uploaded</p> <table><thead><tr><th>BATCH NO.</th><th>NO.</th><th>PURPOSE</th><th>DOCUMENT LANGUAGE</th><th>DOCUMENT NAME</th><th>UPLOAD FILE</th><th>DRN</th></tr></thead><tbody><tr><td>1</td><td>1</td><td>For Filing</td><td>English</td><td>Exparte Originating Summons</td><td>ExparteOriginatingSummons202507031401_signed <a href="#">Download</a></td><td>237590000597</td></tr></tbody></table> <p>Please save or print the Acknowledgement/Payment Receipt as a proof of your filing/payment and for subsequent refund purpose, if necessary.</p> <div><div>SAVE PAYMENT RECEIPT</div><div>SAVE ACKNOWLEDGEMENT</div></div> <div><div><div></div></div><div>Confirm to download file?</div><div><div>CLOSE</div><div>DOWNLOAD</div></div></div> <div><div><div>Acknowledgement - ....pdf</div><div>Open file</div></div><div><div>Payment Receipt - e-....pdf</div><div>Open file</div></div></div>	BATCH NO.	CASE NO.	CASE TYPE	HEARING NATURE	SCHEDULE DATE AND TIME	PAYMENT ITEM(S)	AMOUNT(HKD)	1	-	Intellectual Property Proceedings	-	-	All Procedural Fees under the Court Proceedings (Electronic Technology) (High Court) (Electronic Fees) Rules - Exparte Originating Summons (Form 11)	835.00	BATCH NO.	NO.	PURPOSE	DOCUMENT LANGUAGE	DOCUMENT NAME	UPLOAD FILE	DRN	1	1	For Filing	English	Exparte Originating Summons	ExparteOriginatingSummons202507031401_signed <a href="#">Download</a>	237590000597
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Item	Process	Related screenshots for reference
14.	<p><b><u>Acknowledgement message sent to the message box of OU/IU as appropriate</u></b></p> <p><i>[Note: For Organization Account, the acknowledgement will also be sent to the message box of Default OU if the case concerned has not been assigned to any designated OUs by way of case profile..]</i></p> <p>Click “Home”&gt;</p> <p>Access Message Box&gt;</p> <p>Click the message header to open and read the content and attachments therein.</p>	<p>Message box with message header(s) appears on the landing page</p>  <p>Click the message header to open and read the content and attachments therein</p> <p>Message Details</p> 
15.	<p><b>Internal process by the Judiciary</b></p>	<p>Sender will receive message in iCMS message box after internal vetting by the Judiciary</p> <p><i>[Note: Sender will receive a separate message in iCMS message box if the document(s) is/are found not in order.]</i></p>



Item	Process	Related screenshots for reference
16.	<p><b><u>New Case Created message sent to the message box of OU/IU as appropriate</u></b></p> <p>Login iCMS Portal and access Message Box&gt;</p> <p>Click the message header to open and read the content and attachment therein.</p>	<p>Message box with message header(s) appears on the landing page</p> <div><div>Message Box</div><div>Screen ID: EXT-MSG-00001</div><div><div>AllReadUnread</div><div><div>⌵ SUBJECT</div><div>⌵ DATE/TIME</div><div>FROM</div><div>FILE </div></div><div><div>[HCIP 10/2025] New Case Created</div><div>09:28</div><div>High Court Registry</div><div>256KB</div></div><div><div>[TRN:E2376000012] New Electronic Submission Received</div><div>08:54</div><div>Court Registry, High Court</div><div>967KB</div></div><div><div>Unsuccessful Top-up of Deposit Account due to Expiry of Payme...</div><div>03/07/2025</div><div>Finance Section</div><div>-</div></div><div><div>[TRN:E2369000047] New Electronic Submission Received</div><div>27/06/2025</div><div>Court Registry, High Court</div><div>967KB</div></div><div><div>[TRN:E2368000439] New Electronic Submission Received</div><div>26/06/2025</div><div>Court Registry, High Court</div><div>977KB</div></div><div><div>[TRN:E2368000406] New Electronic Submission Received</div><div>26/06/2025</div><div>Court Registry, High Court</div><div>969KB</div></div><div><div>[TRN:E2368000394] New Electronic Submission Received</div><div>26/06/2025</div><div>Court Registry, High Court</div><div>969KB</div></div><div><div>[TRN:E2368000349] New Electronic Submission Received</div><div>26/06/2025</div><div>Court Registry, High Court</div><div>966KB</div></div></div></div> <p>Click the message header to open and read the content and attachment therein</p> <div><div>Message Details</div><div>Screen ID: EXT-MSG-00002</div><div><div>&lt; Back</div><div></div></div><div><div>[HCIP 10/2025] New Case Created</div><div><div>Date/Time04/07/2025 09:28</div><div>FromHigh Court Registry</div><div>ToLAWFIRMA.itooou5</div></div></div><div><div>This message serves to confirm the issue of the originating document (e-Filing Transaction Reference No. E2376000012) submitted via iCMS on 04/07/2025 08:53. (Time is expressed in 24-hour format.)</div><div>Please click the attachment link to obtain the sealed document(s).</div><div>HCIP 10/2025 - Exparte Originating Summons 單方面原訴傳票 - DRN:237590000597</div></div><div><div>1 Attachment(s)</div><div><div> HCIP 10-2025 - Exparte Originating Summons - DRN-237590000597.pdf</div><div>256KB</div></div></div></div>

Internal process by the Judiciary