

**OFFICIAL MEMORANDUM OF THE PRINCIPAL DISTRICT AND SESSIONS
JUDGE, VELLORE**

Dated the 30th day of March 2020

Sub: COVID 19 – e Bail for emergency and urgent matters – Online submission - Format and guidelines – issued – Regarding

Ref : Circular of the Hon’ble High Court, Madras in R.O.C. No.1363/2020/RG dated 24.03.2020

I hereby request all the Advocates in Vellore District to submit the application for Bail via online and please refrain from coming to court in person for the same. Online application of the bail in prescribed format is enclosed herewith and also available in the official website of the Principal District Court, Vellore.

Duly filled online bail application must be submitted through email only and the orders for the processed applications will be uploaded in the official website of Principal District Court, Vellore.

I further state that the Advocates need not make any in person representation for arguments or collecting the orders on the Bail application submitted through email.

| S.No. | Particulars required | Enclosed or not |
|--|---|-----------------|
| Bail Application shall be in PDF format and it shall contain the following details:- | | |
| 1. | Reason for urgency in moving this bail application at this existing situation | |
| 2. | It shall contain <ul style="list-style-type: none">• Crime No.• Police Station• Section of Law• Details of the Accused along with the rank• Date of Remand• Number of days in custody• Specify whether first or second application• Specify whether any other similar application is pending before any other court• Specify the grounds for seeking bail in detail | |
| 3. | Online copy/copy of the F.I.R. shall be attached in PDF format | |
| 4. | Written Arguments (to be submitted in brief) | |

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| 5. | Any other documents, which the petitioner relies for seeking bail shall also be attached | |
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For online submission of Bail Application:

E-mail Address : vellorecourts@gmail.com

For Orders:

Official Website: <https://districts.ecourts.gov.in/india/tn/vellore/notification>

Date 30.03.2020

sd/- S. Selvasundari,
Principal District Judge,
Vellore.