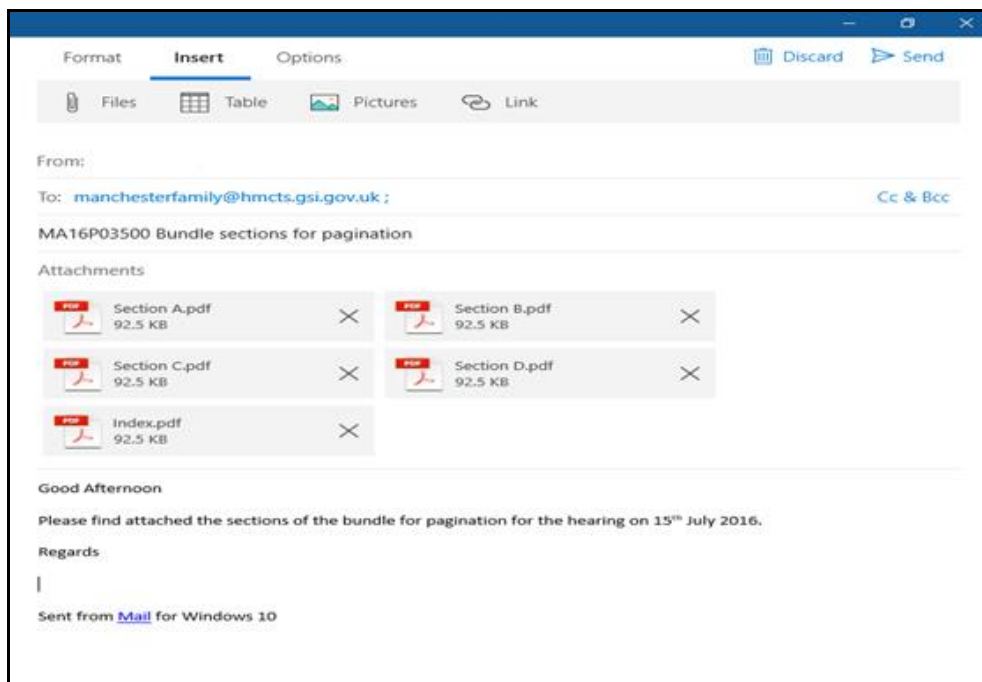




From August 2016, solicitors representing the applicant, or another party if so directed by the court, in Family Law Act and s8 Children Act proceedings in the Greater Manchester area may be directed to provide the family Court with an electronic bundle. PD27A continues to apply save that the bundle will be filed electronically and not in hard copy.

1. Documents must be filed in Word or PDF format.
2. PDF documents must be submitted with OCR recognition.
3. Each section of the ebundle must be submitted as a separate attachment as follows –
  - Index and Preliminary Documents
  - Section A - Applications
  - Section B - Orders
  - Section C - Statements
  - Section D - Experts Reports
  - Section E - Miscellaneous



4. No section can exceed 12MB
5. The subject line of the email to [manchesterfamily@hmcts.gsi.gov.uk](mailto:manchesterfamily@hmcts.gsi.gov.uk) must contain the case number and the wording 'Bundle sections for pagination' (MA16P03500 – Bundle sections for pagination).
6. All emails must be received by 12 noon three working days before the listed hearing to allow the court administration time to merge the documents into a paginated and bookmarked PDF bundle.
7. Unless the court has specifically directed otherwise, the total electronic bundle is limited to 350 sides of A4 text.