

Core Bundles

XBundling Guidelines Post 3

The core bundle should comprise either:

1. a set of freshly paginated core documents cross-referenced to their location in their bundle of origin (i.e. copies of the documents appear in both the core bundle and in their bundle of origin);
or
2. a set of core documents with their original pagination, separated with tabs representing their bundle of origin.

General Recommended Approach – a core bundle should be no more than a single folder containing only the most key documents. The documents should maintain pagination and should have marginal cross-references to the original bundles which the core documents came from. New core bundle pagination should be added in the top right corner.

HIGH COURT

Civil Practice Rules Practice Direction 32 – the Practice Direction requires that marginal cross-references are used to highlight the documents location in the original bundles.

Chancery – core bundle documents should retain their original pagination, and tabs should be used to represent the original bundles. Another option for Chancery is to use placeholders to indicate where the documents originate from – we would not recommend this option and would suggest using cross-references instead.

The Commercial Court – cross-references to the main bundles should be used.

The Patents Court – the Patents Court does not have any specific requirements for the production of core bundles, so the General Recommended Approach should be considered.

The Queen’s Bench – this division always requests that bundles follow the CPR Practice Direction rules. Consider following the General Recommended Approach for any specifics not contained within the CPR Practice Direction.

The Technology and Construction Court – either option is accepted in this division, so core bundle documents can either be freshly paginated or copied from the original bundles and put behind corresponding tabs.

COURT OF APPEAL

Civil Practice Rules Practice Direction 52C and Form 204 – use of a core bundle in the Court of Appeal is mandatory for both permission to appeal and the appeal hearing, and it should be one of three bundles used. Core bundles should not be in chronological order as its contents must follow the format of the core bundle index templates found on the Civil Appeals Office website.

