Solicitors Regulation Authority

How to address the court

Updated 6 December 2023

Your obligations

Using the correct terms of address will avoid a mistake which may damage your credibility and can help meet the following requirements of our Competence Statement:

- **B5 Undertake effective written and spoken advocacy** [https://contact.sra.org.uk/solicitors/resources-archived/continuing-competence/cpd/competence-statement/#b5]
- **C1 Communicate clearly and effectively, orally and in writing** [https://contact.sra.org.uk/solicitors/resources-archived/continuing-competence/cpd/competence-statement/#c1]

Making sure your client knows the correct terms can also help you provide a good standard of service and meet their particular needs.

Terms of address to use

Terms to use in the courts and tribunals of England and Wales:

Magistrates

- Your Worship or Sir or Madam
- Address them in written correspondence by using their prefix followed by their full name and begin letters 'Dear [Full Name]'.

District judges

- 'Judge'
- Address them in correspondence as 'District Judge [Surname] (Magistrates' Court) and begin letters with 'Dear Judge'.

Employment judges

- 'Judge'
- Address them in correspondence as 'Employment Judge [Surname]' and begin letters with 'Dear Judge'.

Tribunal judges

- 'Judge'
- Address them in correspondence as either 'First-tier Tribunal Judge or Upper Tribunal Judge[Surname]' and begin letters with 'Dear Judge'.

Circuit judges (Crown or County Court) and some High Court divisions

- 'Your Honour'
- Address them in correspondence as His/Her Honour Judge [Surname]' and begin letters with 'Dear Judge'.

High Court judges

- 'My Lord' or 'My Lady'
- Address them in correspondence as 'The Honourable [Prefix] Justice [Surname] and begin letters with 'Dear Judge'.

Justice of the Supreme Court

- 'My Lord' or 'My Lady'
- Address them in correspondence as 'The Rt Hon Lord/Lady [Surname]' and begin letters with 'Dear Lord/Lady [Name]' or 'Dear Lord/Lady [Surname]'.