

**FORM F95
(RULE 22-3 (3))**

No. _____

In the Supreme Court of British Columbia

FAX COVER SHEET

[Rule 21-1 of the Supreme Court Family Rules applies to all forms.]

**This form must be used when transmitting documents to the court registry by fax for filing.
This form is not to be emailed.**

The ability to transmit documents by fax to a court registry for filing is subject to the limitations set out in the Supreme Court Family Rules and Practice Directives. Additional information on this filing service is available on the Court Services Branch website at www2.gov.bc.ca/gov/content/justice/courthouse-services/documents-forms-records/submit-court-documents-forms/fax-filing/how-to-fax-file.

It is the responsibility of the person transmitting a document by fax to ensure that the document is filed in the court registry within the required filing time. The registry takes no responsibility for difficulty experienced when transmitting a document by fax to the registry. The registry cannot guarantee that any document will be filed on the day it is received by fax in the registry.

Documents transmitted to the court registry by fax will be processed in the order they are received. Confirmation of acceptance or refusal will be forwarded as soon as possible to you at the return fax number set out below or by mail if indicated.

To:

Fax numbers for transmitting documents to court registries are available through the Court Services Branch website at www2.gov.bc.ca/gov/content/justice/courthouse-services/documents-forms-records/submit-court-documents-forms/fax-filing or through Enquiry BC at 1-800-663-7867

_____ **court location**

_____ **fax number**

From:

_____ **name - firm or individual**

_____ **address**

_____ **contact name**

_____ **city**

_____ **phone number**

_____ **province**

_____ **postal code**

Confirmation of acceptance or refusal of this filing will be sent as follows:

by fax to _____ ; or

by mail to the address provided above.

Attached:

file number or name (style of proceeding)
e.g. - 013654 or "Steward vs. Parakeet"

Comments:

Type of document: (eg. notice of application, notice of civil claim, response to civil claim)	No. of pages in document	Statutory fee amount
total no. of pages in submission (maximum 30 including the cover sheet)		Fee total
	plus confirmation fee	\$10.00
	total statutory fees due	
Registry use only - imprint		

Court Services Branch may use your contact information for the purposes of conducting an evaluation of the fax service.

Payment Information:

I authorize you to bill my credit card the total of the statutory fee for filing and the confirmation fee. I include the payment information for that purpose.

card type (Visa/
MasterCard/AMEX):

print name as it appears on credit card

authorizing signature (Credit Card)

credit card account number

expiry date on credit card

Please note: The credit card information provided on this form will not be retained. Upon authorization of the payment request, all credit card information will be destroyed.