

Notice to Resolve a Family Law Matter

Form 1

Provincial Court Family Rules
Rule 10

Registry location:

Court file number:

Document number:

For registry use only

COURT STAMP

This Notice to Resolve a Family Law Matter provides notice that a party is seeking resolution of a family law matter in an early resolution registry. Before proceeding any further with the family law matter, each party is required to meet the early resolution requirements described in Part 2 of the rules.

Please read before completing the form:

- This form is only to be used in an early resolution registry and is only required if you have a family law matter to resolve.
- For guidance filling in this form, please read the guidebook. The guide is available online at www.gov.bc.ca/court-forms or from your local court registry.



For more information about early resolution registries, see the guidebook.

Part 1 | Notice

1. ☐ I understand **the following people must be provided with a copy of the notice** to resolve:
- all parents and current guardians of each child who is the subject of the family law matter
 - my spouse, if I am applying for spousal support or property division in respect of a companion animal
 - each other adult who the family law matter is about
- They are the other party/parties in this case.**



For more information about how to give notice to the other party, see the guidebook.

Part 2 | About the parties

2. **My full name is:**
Full name of party
- My date of birth is:**
(dd/mmm/yyyy)
- My current contact information is:**
- Email: Telephone:
3. The full name of **other party to this agreement** is:
Their **date of birth** (dd/mmm/yyyy) is:
- ☐ There is an additional party.
The **additional party's** full name is:
Their **date of birth** (dd/mmm/yyyy) is:



For more information about how your contact information will be used and who will have access to it, see the guidebook.

Part 3 | Family law matters that you need help resolving

4. I would like **help with** the following family law matter(s):
Select all options that apply
- ☐ Parenting arrangements, including parental responsibilities and parenting time
 - ☐ Child support
 - ☐ Contact with a child
 - ☐ Guardianship of a child
 - ☐ Spousal Support
 - ☐ Property division in respect of a companion animal



Some matters don't fall under the definition of "family law matter", including a protection order or priority parenting matter. The early resolution process is not required to apply for an order about these other matters [Rule 12].



For more information about family law matters and how to apply for other orders about other matters, see the guidebook.

Part 4 | Identification of children

5. Select the correct option below and provide the additional information if applicable

- ☐ My family law matter is **not about a child** or children (*skip to Part 5*)
- ☐ My family law matter is about **the following child** or children:
Provide the requested information below for each child

Child's full name

Child's date of birth
(dd/mmm/yyyy)

Part 5 | Existing orders and agreements

6. There is an **existing court order or written agreement** about parenting arrangements, child support, contact with a child, guardianship of a child, spousal support, and/or property division in respect of a companion animal.

☐ Yes ☐ No

7. There is an **existing court order, agreement or plan protecting** one of the parties or the child(ren), or restraining contact between the parties, including:

- a protection order,
- an order, agreement or plan involving child protection services, or
- a peace bond, restraining order, bail condition or other criminal order.

☐ Yes ☐ No



Include any order (interim or final), agreement or plan from any level of court and any location.

Part 6 | Filing location

8. I am filing this application **in the court registry**:

Select only one of the options below

- ☐ Where my **existing case** with the same party/parties is located. I already have a file number.
- ☐ Closest to **where the child lives** most of the time, because my case involves a child-related issue
- ☐ Closest to **where I live** because my case does not involve a child-related issue
- ☐ Permitted by **court order**



Rule 7 sets out the requirements for which registry to use.

Talk to the court registry to see if there is already an existing case at a court location.

IMPORTANT NOTE:

Before proceeding any further with your case, each party is required to meet the early resolution requirements described in the rules and **set out in Part 7 of this Notice**.

If you require a time sensitive order on a family law matter, you may be able to postpone participation in one or more early resolution requirements until after you have received your time sensitive order. Please speak to Family Justice Services Division or the court registry if this situation applies to you.

Part 7 | What you must do to meet the early resolution requirements

More information about the services provided by Family Justice Services Division, including contact information for the Justice Access Centres, can be found at www.gov.bc.ca/family-justice-services-division.

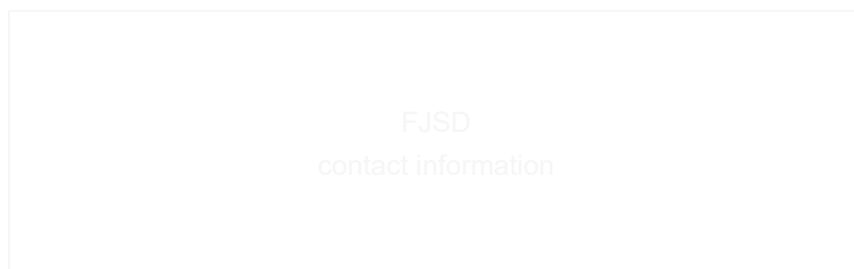
If you have already participated in some or all of the early resolution requirements set out below within the last year, Family Justice Services Division will confirm you have met the early resolution requirements and prepare the required documents for court.

1 | Needs Assessment

A needs assessment is a one-on-one meeting with a needs assessor. A needs assessor is a neutral person trained to help you understand this process and other ways available to resolve your family law matter and other issues.

A needs assessor can provide legal information, make referrals to supports, including legal advice, and help identify the next steps that are right for you.

- ☐ **Contact** Family Justice Services Division to **schedule** your individual **needs assessment**.



You may be contacted by a needs assessor if someone else has filed a Notice to Resolve a Family Law Matter and has named you as the other party.

- ☐ **Participate in a needs assessment**

2 | Parenting Education Program

Free online parenting courses to provide information to help parents make careful and informed decisions about their separation and to ensure decisions are based on the best interests of the child/youth.

- ☐ **Complete a parenting education course**, unless you are exempt by a needs assessor.

Your needs assessor will provide you with more information on the parenting education course that is right for you and how to complete it.



The reasons a person may be exempt from completing a parenting education course are set out in Rule 17.

3 | Consensual Dispute Resolution

Consensual dispute resolution means:

- (a) mediation with a family law mediator
- (b) a collaborative family law process, or
- (c) facilitated negotiation of a child support or spousal support matter with a child support officer.

- ☐ **Participate in consensual dispute resolution**, unless your needs assessor determines that the parties cannot access consensual dispute resolution services or that it is not appropriate.

Your needs assessor will provide you with more information about what consensual dispute resolution is, whether it is right for you, and the process for participating in it.



Consensual dispute resolution is not required if one of the parties is the Director of Maintenance Enforcement or a director under the Child, Family and Community Service Act.

IMPORTANT NOTE:

If you do not resolve all family law matters during the early resolution process, either party can apply to the Provincial Court for a court order by filing an Application About a Family Law Matter Form 3. Family Justice Services Division will confirm you have met the early resolution requirements.

If you do not participate in the early resolution process, the other party will be allowed to proceed to the Provincial Court to ask for a court order. A party must have met the early resolution requirements before they will be allowed to file an Application About a Family Law Matter or Reply to an Application About a Family Law Matter in the case.