

Application for Case Management Order

Provincial Court (Family) Rules

Early Resolution and Case Management Registry

Registry location:	
Court File Number:	

1. My name is *[full name of party]*. My contact information and address for delivery of court documents is:

Full Name:	Date of Birth:	
Contact Information and Address for Delivery		
Lawyer (if applicable):		
Address:		
City:	Province:	Postal Code:
Email:	Telephone:	

2. ☐ I understand I need to give notice of this application to all other parties, including any third party who may be affected by the order. To give notice, each other party must be served with the application and supporting materials at least 7 days before the date and time of the court appearance.
3. I will be providing notice to the following person(s):
Select and complete all options that apply
- ☐ the other party/parties: *[full name of other party/parties]*
- ☐ the following third party/parties *(someone else who must do something if the order is made)*: *[full name of third party/parties]*
4. *Complete only if applicable. You may leave this section blank.*
- ☐ All parties have consented to the case management order and:
Select only one of the following options
- ☐ A **draft Consent Order** in Form 20 signed by all parties is submitted with this application for review without a hearing
- ☐ A hearing is requested
5. I have contacted the other party to discuss available dates and times for the court appearance and they have agreed to the date and time for the court appearance ☐ Yes ☐ No

For registry use only

This application will be made to the court at *[court registry, street address, city]* on *[date]* at *[time]* am/pm.

NOTICE TO PARTIES: If you do not appear in court on the date and time scheduled for the court appearance, the court may make an order in your absence.

6. I am applying for the following case management order(s):

- ☐ transferring the court file to another registry for one or more purposes
- ☐ adding or removing a party to the proceeding
- ☐ settling or correcting the terms of an order made under these rules
- ☐ setting a specified period of time for the filing and exchanging of information, including a financial statement in Form D *[Financial Statement]* of Appendix C
- ☐ correcting or amending a filed document, including the correction of a name or date of birth
- ☐ requiring that a parentage test be taken under section 33 *[parentage tests]* of the *Family Law Act*
- ☐ requiring that information be disclosed by a third party
- ☐ adjourning a hearing or trial
- ☐ requiring that a person who prepared a report under section 211 *[orders respecting reports]* of the *Family Law Act* attend a trial
- ☐ respecting the conduct and management of a trial
- ☐ allowing a person to attend a hearing or conference using electronic communication
- ☐ shortening or extending a time limit under these rules or a time limit set by an order or direction of a judge
- ☐ allowing, waiving or modifying any service, delivery or notice requirement, including allowing an alternate method for the service of a document, including substitutional service
- ☐ requiring access to information in accordance with section 242 *[orders respecting searchable information]* of the *Family Law Act*
- ☐ permitting any other means of proof instead of that required by these rules
- ☐ waiving or varying any early resolution requirements
- ☐ recognizing an extraprovincial order other than a support order
- ☐ permitting a party to be exempt from a requirement under these rules
- ☐ changing, suspending or cancelling an order made in the absence of the party

7. The details of the order(s) I am applying for are as follows:

Tell the court and the other party the details of the order you are asking for.

8. The facts on which this application is based are as follows:

Give the facts you want the court to consider.
