

**Ministry of the
Attorney General**

Court Services Division
Central West Region

Superior Court of Justice
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Brampton ON L6W 4T6

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Ministère de la
Procureure générale

Division des services aux tribunaux
Région du Centre-Ouest

Cour supérieure de justice
7755, rue Hurontario
Bureau 100
Brampton ON L6W 4T6

Fax/Télééc.: (905) 456-4741



April 8, 2016

To: The Legal Profession

Re: Brampton Superior Court of Justice Application and Motion Confirmations

Please be advised that effective today, the Superior Court of Justice in Brampton has implemented the use of a generic email box as an alternative method of accepting application and motion confirmations.

Confirmations can be submitted via email to SCJTrialOfficeBrampton@ontario.ca.

For convenience, I have also attached the confirmation form. (See below)

All general inquiries should continue to be directed to the Trial Office at (905) 456-4878.

Regards,

Josie Eusepio
Supervisor of Court Operations

MOTION/APPLICATION CONFIRMATION NOTICE

To be delivered to the court office, or sent by fax or e-mail: Fax **905-456-4879**; e-mail scjtrialofficeBrampton@ontario.ca
by 2:00 pm **three** court days before, for regular motions; by 2:00 pm **five** court days before, for long motions

NOTE Long motions are scheduled for a total of 1 hour or more, including costs submissions. For long civil motions, facta are required unless otherwise directed by a judge. Facta or Summaries of Argument under subrule 17(8) of the *Family Law Rules* are required for all long family law motions, unless otherwise directed by a case conference judge. All facta for long motions are to be served and filed 7 court days before the scheduled date. Facta are to be in the standard form, and not exceed 20 pages, unless a judge orders otherwise. Facta are encouraged for regular motions, motions scheduled for under 1 hour including costs submissions.**

BETWEEN: _____ v. _____

1. My name is _____

2. I am counsel for _____ **My telephone No.** _____
or other, please specify _____

3. The scheduled date and time for this Motion Application is _____
at _____ am/pm. I am also appearing on the following matters that day: _____

4. The matter is not going ahead, and is to be adjourned on consent to _____

NOTE **If there have been 3 previous consecutive adjournments by confirmation slip, counsel must appear if requesting further adjournments, unless a judge orders otherwise.

5. I have not been able to contact the opposing lawyer or party, to confirm the matters set out in paras 6 and 7 below because: _____

6. The matter is going ahead on :
 the following issues (*please be specific, and do not indicate "all"*) _____

for consent order regarding: _____

for a contested adjournment, requested by _____
because _____

7. The judge should read the following material (*please be specific, and do not indicate "all"*) _____

8. My time estimate (including costs submissions):
 Applicant _____ Respondent _____

Total time: _____

9. A copy of this form has been sent to all other parties, who, unless they file a separate form, are deemed to agree with the contents of this form.

Signature _____

Date _____