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| SUPERIOR COURT OF JUSTICE – barrie, bracebridge, orilliaREQUEST TO SCHEDULE FAMILYREGULAR MOTION (ONE hour or less) | | 75 Mulcaster Street Barrie, ON L4M 3P2 Telephone: (705) 739-6442 Email: [barrie.scj.tc@ontario.ca](mailto:barrie.scj.tc@ontario.ca) |
| Date Submitted:      /     /      (yyyy/mmm/dd)  Court File Number: **FC-****-****-****BARRIE  ORILLIA**   **BRACEBRIDGE** | | |
| Applicant:  Telephone:  email: | Applicant Counsel’s Name/Law Firm:  Telephone:  email: | |
| Respondent:  Telephone:  email: | Respondent Counsel’s Name/Law Firm:  Telephone:  email: | |
| Please provide a range of five (5) Thursday dates: | | |
| Issues of Motion:  Estimated length of time required       (one hour or less)  I confirm that a case conference has been held on the issues of the motion?  Yes  No  Case Conference Judge | | |
| Who Is the Party bringing the Motion? Please Select:  Applicant  Respondent  \*\*Has the Party previously scheduled a regular motion? Please Select:  Yes  No  E-signature of Party/Lawyer Requesting Motion:      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| Will the opposing Party bring a Motion on different issues (Cross Motion)?  Yes  No | | |
| Motion Date Fixed By Trial Coordinator:       at 9:30 a.m. by  ZOOM  IN PERSON  Signature of Trial Coordinator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: | | |

##### ***As per the Notice To the Profession and Family Law Litigants – Protocol for Family and Child Protection Matters (May 13, 2024):***

##### **Regular and Long Motions – Barrie, Orillia, Bracebridge, Newmarket and Oshawa**

1. In addition to the paragraphs above regarding regular and long motions, Forms 14 and 14A shall be served and filed 30 days prior to the scheduled date or, in the case of long motions, 30 days before the commencement of the trial sittings.  The Responding materials (and any cross-motion authorized by the Court and properly booked through the Trial Coordinator) shall be served and filed 14 days prior to the motion date.  The Response to the cross-motion or reply, if any, shall be served and filed seven (7) days before the motion with the reply to the cross-motion four (4) days before the motion.  In the event the motion materials are not served and filed 30 days before the event, the Trial Coordinator is authorized to vacate the date.

For Barrie, the above protocol will come into effect on July 1, 2024.

1. Prior to scheduling a motion, the parties must have conferenced the issue(s) in dispute within the previous 12-month period.
2. The moving party must send a confirmation email of filing of the materials 30 days prior to the event to the appropriate Trial Office ([Newmarket.SCJ.TC@ontario.ca](mailto:Newmarket.SCJ.TC@ontario.ca) or  [Oshawa.SCJ.TC@ontario.ca](mailto:Oshawa.SCJ.TC@ontario.ca) or [Barrie.SCJ.TC@ontario.ca](mailto:Barrie.SCJ.TC@ontario.ca) for Orillia and Bracebridge files) as well as upload it into Case Center.  If confirmation is not received, the motion date will be vacated.