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| Civil File Number | |  | | | | | | | Date | | | | |  | | |
| Superior Court of Justice – Civil List Chambers Appointment Hearing Request Form  (Case Conference – Rule 50.13) | | | | | | | | | | | | | | | | |
| **PLEASE NOTE:** Chambers appointments are for consent, unopposed or opposed timetabling matters only under Rule 50.13.  Chambers appointments are scheduled for 15 minutes. **This time allotment will be enforced.**  If the requested relief falls under the jurisdiction of an Associate Judge under Rule 48.14(4), parties are required to follow the procedure under that rule. This form is not applicable. | | | | | | | | | | | | | | | | |
| Please indicate if the requested relief is: | | | | | | on consent | | | | | | unopposed | | | opposed | |
| Short Title of Proceeding: | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| Date(s) requested: | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| Is there a hearing date scheduled? | | | | No | | | Yes | | | If so, please indicate date: | | | | | |  |
| Is the hearing regarding: | | | A) Motion | | | | | B) Application | | | | | C) Trial | | | |
| Please indicate if this chambers appointment request is with respect to one of the following: | | | | | | | | | | | | | | | | |
|  | Establish a new timetable or amend an existing timetable regarding an application or motion | | | | | | | | | | | | | | | |
|  | Establish a new timetable or amend an existing litigation timetable for the proceeding | | | | | | | | | | | | | | | |
|  | For existing timetables: | | | | | | | | | | | | | | | |
|  | Please indicate if it was set by a: | | | | Judge or | | | | | | Associate Judge | | | | | |
| Please provide further explanation: | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| List the materials that will be necessary for the chambers appointment. The parties may not submit any affidavit or motion materials. | | | | | | | | | | | | | | | | |
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| Please provide a brief explanation of the requested relief below: | | | | |
|  | | | | |
| Parties may submit email correspondence outlining details of the issues to be discussed in the chambers appointment. Email correspondence should be no longer than 1 page in length. | | | | |
| **Counsel for Applicant/Moving Party** | | | **Counsel for Other Party** | |
| **Self-Represented** | | | **Self-Represented** | |
| **Party** |  | | **Party** |  |
| **Counsel**  (Print and sign or initial) |  | | **Counsel**  (Print and sign or initial) |  |
| **Address** |  | | **Address** |  |
| **Phone** |  | | **Phone** |  |
| **Email** |  | | **Email** |  |
| (If more than 2 parties are involved, add additional signatures and particulars on reverse or separate page.) | | | | |
| **Please email form to:** | | [Torontochambers.appointments@ontario.ca](mailto:Torontochambers.appointments@ontario.ca) | | |
| **IMPORTANT: Please attach related / previous Endorsements or Court ordered timetables.** | | | | |