



Effective Date: 2012/02/15

Number: AN - 10

Title:

Administrative Notice
Late Application Records; Reinstatements to Chambers List

Summary:

This Administrative Notice describes how late application records, and applications that that have been struck off the Chambers list will be dealt with at an administrative level.

Direction:

Application struck where application record not provided on time

1. When an application record is not provided to the registry within the time stipulated by the *Rules of Court* , the application is struck from the Chambers list.

Leave to reinstate application to list, or late file application record

2. Where counsel or a litigant seeks leave to file the application record late or to reinstate an application to the Chambers list that has been struck, a Requisition in the form attached in Appendix A must be completed.

Direction where respondent appears on matter that has been struck

3. Where a respondent attends for an application that has been struck from the Chambers list because the applicant did not file the application record on time, a Requisition in the form attached in Appendix B must be completed if the respondent seeks an order as to costs or other direction.

A handwritten signature in black ink, appearing to read "Robert J. Bauman".

Robert J. Bauman
Chief Justice

APPENDIX A - Form 17, F17

No.
..... Registry

In the Supreme Court of British Columbia

Between

Plaintiff(s)/Claimant(s)

and

Defendant(s)/Respondent(s)

REQUISITION – GENERAL

Filed by:[party(ies)].....

Required:

- 1. Application for leave to reinstate an application to today’s chambers list and permit the late filing of the Application Record
- 2. Application for leave to permit the late filing of the Application Record

This requisition is supported by the following: *[include reasons why the order is sought]*

Date: Signature of

Signature of

filing party lawyer for filing party(ies)

[type or print name]

Leave granted

or

Leave denied

Judge/Master of the Supreme Court Date: _____

Appendix B Form 17, F17

No.
..... Registry

In the Supreme Court of British Columbia

Between

Plaintiff(s)/Claimant(s)

and

Defendant(s)/Respondent(s)

REQUISITION – GENERAL

Filed by:[party(ies)].....

Required:

An order as to costs or other direction. [Application Respondent served with Notice of Application for today’s date and is present. Applicant failed to file Application Record and matter struck from list.]

This requisition is supported by the following: [include reasons why the order is sought]

Date: Date:

Signature of

filing party lawyer for filing party(ies)

[type or print name]

Order as to costs: _____

Other direction: _____

Judge/Master of the Supreme Court Date: _____