

Toronto Bankruptcy Court - New Scheduling Forms (updated April 2013)

Please be advised that there are new forms required in the Toronto Bankruptcy Court to book a hearing date. Once a date is fixed, the parties are expected to proceed as scheduled. If there is an issue that the party(ies) feel may impact or affect the hearing in proceeding as scheduled, please notify the court in writing of the matter, and include a brief description of the issue. Applicants are required to consult with the Respondents before the form is submitted, and should ensure that the form is filed out in its entirety or it will be returned to you.

<u>Duration</u>	<u>Instructions</u>
Under 1 hour	Book on Regular List Submit Court Hearing Request only
1 hour to 1 day	Book on Special Appointment List Submit court Hearing Request and Special Appointment Scheduling forms
Over 1 day	Book on Extended Matter list (Commercial List rules will apply) Submit Court Hearing Request <u>and</u> Special Appointment Scheduling forms Bankruptcy Office will respond regarding available court dates

All old forms will be rejected. Forms must be filled out completely or they will be rejected.

Any questions regarding the usage of the new forms and booking procedures should be directed to the Bankruptcy Court office at: Superior Court of Justice 330 University Ave., 7th Floor Toronto, ON M5G 1R7; 416-327-5044.