

**Form 5.03**

20

No.

Supreme Court of Nova Scotia

Between: [complete heading as required by Rule 82 - Administration of Civil Proceedings]

[name]

Applicant

and

[name]

Respondent

**Notice of Application in Chambers**

**To:** [name of each respondent]

**The applicant requests an order against you**

The applicant is applying to a judge in chambers for an order [describe] .

The applicant started this application by filing this notice on the date certified by the prothonotary.

**Grounds for order**

The applicant is applying for the order on the following grounds: [briefly state grounds in point form; include material facts, and references to legislation or points of law relied on and the facts that make each applicable; do not state evidence or provide argument]

1

2

3

**Evidence supporting application**

The applicant offers the following affidavits in support of the application: affidavit of [name] sworn on \_\_\_\_\_, 20\_\_\_\_; affidavit of [name] sworn on \_\_\_\_\_, 20\_\_\_\_; [etc.]

A copy of each affidavit is to be delivered to you with this notice, and further affidavits may be delivered before the deadlines provided in Civil Procedure Rule 5 - Application.

**You may participate**

You may file with the court a notice of contest, and any affidavits upon which you rely, no more than [5 for regular chambers, 10 for appointed time] days after this notice is delivered to you or you are otherwise notified of the application. Filing the notice of contest entitles you to notice of further steps in the application, including notice of further affidavits.

**Time, date, and place**

The application is to be heard by the judge in chambers at \_\_\_\_\_ [a.m./p.m.] on \_\_\_\_\_, 20\_\_\_\_ in the [Courthouse/Law Courts] \_\_\_\_\_ Street, \_\_\_\_\_, Nova Scotia. You have the right to be present and to be represented by counsel or to act on your own. If you are not present, the judge may proceed without you.

**Possible order against you**

The judge may grant a final order on the application without further notice to you if you fail to deliver your notice of contest on time, or if you or your counsel fail to appear in chambers at the above time, date, and place.

**Filing and delivering documents**

Any documents you file with the court must be filed at the office of the prothonotary \_\_\_\_\_ Street, \_\_\_\_\_, Nova Scotia (telephone # \_\_\_\_\_).

When you file a document you must immediately deliver a copy of it to the applicant and each other party entitled to notice, unless the document is part of an *ex parte* motion, the parties agree delivery is not required, or a judge orders it is not required.

**Contact information**

The applicant designates the following address:

Documents delivered to this address are considered received by the applicant.  
Further contact information is available from the prothonotary.

**Signature**

Signed \_\_\_\_\_, 20\_\_\_\_

\_\_\_\_\_  
Signature of applicant  
Print name:

OR

\_\_\_\_\_  
Signature of counsel  
[name] as counsel  
for [name of applicant represented]

**Prothonotary's certificate**

I certify that this notice of application was filed with the court on \_\_\_\_\_, 20\_\_\_\_

.

\_\_\_\_\_  
Prothonotary