

## **SELF REPRESENTED DEFENDANT**

### **DEMAND FOR NOTICE**

### **SUPREME COURT OF NOVA SCOTIA**

1. A Defendant who does not have a Defence to an action or does not choose to defend may demand notice of all steps in the proceeding by filing a Demand for Notice using Form 4.06.
2. In order to be valid, the Demand for Notice must be filed as follows:
  - a) within 15 days of being notified that an action has been commenced against you when notification has occurred in Nova Scotia;
  - b) within 30 days of being notified that an action has been commenced against you when notification has occurred elsewhere in Canada; and
  - c) within 45 days of being notified that an action has been commenced against you when notification has occurred elsewhere in the world.
3. Please note that if you are filing a Demand for Notice with regard to a counterclaim or a crossclaim being made against you, the filing times are different and are as follows:
  - a) within 10 days after the day of delivery, if notification is made by delivery to the defendant's address for delivery;
  - b) the same time as for a defence to an action if the defendant has not filed a defence or demand for notice.
4. Carefully read the form and retype it with your information. You must include all the required information in the form.
5. All parties other than yourself, named in the action, must be provided with a copy of this document by you.
6. The original copy will be kept with the court file. You will also be required to complete the Court Data Information Sheet.
7. There is no fee for filing the Demand for Notice.
8. Please Note: If you do not file either a Defence or a Demand for Notice, you will be disentitled to any further notice regarding the action against you.