

HINTS AND TIPS FROM THE PROTHONOTARY - REGISTRAR

ANNETTE M. BOUCHER

June 17, 2005

Please note that there will be no Appearance Day on the following dates: June 24, July 1, September 9, October 21, November 11 and December 9, 2005.

For the months of July and August, 2005 there will be no Regular Chambers on Monday or Friday.

Supreme Court Crownside in Halifax will be held on the following dates: June 9, 16, 23, 30 July 14, 28, August 11, 25, September 1, 6, 15, 22, 29, October 6, 13, 18, 27, November 3, 10, 17, 24, December 1, 8, 15 and 22, 2005. Please note that some of these dates are for Tuesday rather than Thursday.

Court of Appeal Chambers will continue to be held on Thursday of each week at 10:00 am during the summer. Telephone Chambers will continue on Wednesday at a pre-arranged time.

COURT OF APPEAL

1. Civil Procedure Rule 62.31(3) has now been **amended**. **The amendment is effective July 1, 2005**. Please note that the applicant must file all required material including submissions **at least three (3) clear days** before the time of the hearing while the respondent must file material **at least two (2) clear days** before the time of the hearing. This means that the Applicant must file by 4:30 on Friday for the following Thursday and any respondent material must be filed by 4:30 on Monday for Thursday.

SUPREME COURT

1. The general rule with respect to gowning in the Supreme Court, here in Halifax, is as follows: counsel are to gown for all criminal trials and for Crownside; counsel are to gown for all civil trials and Supreme Court appeals and finally gowning is not required for any civil Chambers matters. Reference is made to Practice Memorandum No. 3.

2. Counsel who are fax filing documents to the Court Administration Office are reminded that where the document requires a court filing fee that when the original document along with the cheque is submitted that it must be brought to the attention of court staff, preferably by cover letter, that the document was previously faxed to the court.

A.M.B.