

## **INFORMATION SHEET** **SUPREME COURT CRIMINAL MATTERS**

### **Extension of time to file a Notice of Appeal from a Provincial Court** **Summary conviction**

If you are outside of the 25-day appeal period to file a Notice of Appeal with the Supreme Court from a Provincial Court Summary Conviction, it is possible for you to apply and appear before a Crownside justice seeking an extension of time to file the Notice of Appeal.

You must file an Affidavit in support of your application to extend the time to file the Notice of Appeal setting out the reasons why you were unable to file your appeal within the required 25-day appeal period.

You must choose a date for the hearing of your application, which is a Thursday at 9:00 a.m. at Crownside. That date needs to be inscribed in your Notice of Application. A draft Order must be submitted with your documents for consideration by the Crownside justice.

Your documents must be filed no later than 10:00 a.m. on the Wednesday before the Thursday that you intend to appear in Crownside to have your application heard. You must serve a copy of the documents you file with the court on either the Provincial, the Federal or the Municipal Crown. The address for service is noted on the Notice of Application to Appear Crownside.

You will require at least three (3) copies of your Notice of Application, your Affidavit and your draft Order. The Court will keep the original copy of the Notice and the Affidavit and the three (3) copies of the draft Order for the court file. You must serve the other parties named in the application with a copy of the Notice of Application and the Affidavit.

We recommend that you seek legal advice regarding any court application. We suggest contacting Dalhousie Legal Aid at 902-423-8105, the Legal Information Society of Nova Scotia at 902-455-3135, or the Nova Scotia Legal Aid offices in Halifax (902-420-6583) or Dartmouth (902-420-8815). To apply online or access Nova Scotia Legal Aid assistance outside of the Halifax Regional Municipality, please visit [www.nslegalaid.ca](http://www.nslegalaid.ca).