



**SUPERIOR COURT OF JUSTICE
CENTRAL WEST REGION**

NOTICE TO THE PROFESSION

in BRAMPTON and MILTON

REGARDING CIVIL MOTIONS BEFORE JUDGES & MASTERS

As this court at Brampton and Milton have the benefit of Masters sitting on both civil pre-trials and civil motions, in order to ensure that motions, within the jurisdiction of the Masters, are properly scheduled before them, when scheduling of motions generally allowed for that, effective September 1, 2018, all counsel and self-represented parties must complete the MOTION SCHEDULING FORM set out below at the time the moving party's motion materials are filed with the court.

Motions that are within the jurisdiction of a Master will be scheduled accordingly, whenever possible depending on the available judicial resources and other scheduling considerations.

**SUPERIOR COURT OF JUSTICE – CENTRAL WEST REGION
REQUEST TO SCHEDULE A CIVIL MOTION OR APPLICATION IN
BRAMPTON OR MILTON**

(Note: THIS REQUEST FORM IS TO BE FILED ONLY IN RESPECT OF CIVIL MOTIONS AND APPLICATIONS – NOT IN RESPECT OF ANY FAMILY LAW PROCEEDING)

Please check one:

BRAMPTON

MILTON

Date Submitted: _____

Court File Number: CV-_____

Plaintiff(s): _____ **Counsel:** _____

Telephone/Email: _____ Telephone/Email: _____

Defendant(s): _____ **Counsel:** _____

Telephone/Email: _____ Telephone/Email: _____

Third Party: _____

Telephone/Email: _____

IT IS THE DUTY OF COUNSEL AND SELF REPRESENTED LITIGANTS TO DECLARE WHETHER THE MOTION SOUGHT TO BE FILED WITH THE COURT OFFICE IS PROPERLY WITHIN THE JURISDICTION OF A JUDGE OR MASTER.

IF THE MOTION TO BE FILED IS ONE WITHIN THE JURISDICTION OF A MASTER AND A MASTER IS SITTING, THE MOTION WILL BE SCHEDULED BEFORE THAT MASTER, SUBJECT TO ANY OTHER SCHEDULING CONSIDERATIONS THAT MAY BE ENGAGED.

Request for Civil Regular Motion – ONE HOUR OR LESS (total time estimate of all parties)

Judge's Regular Motion Total time estimate for all parties: _____ minutes

Master's Regular Motion Total time estimate for all parties: _____ minutes

Who is the moving party: Please circle: Plaintiff(s) or Defendant(s)

Signature of Party/Counsel requesting the motion: _____