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Update on Court Processes and Procedures in the Court of Queen's Bench for Family Matters (Edmonton)

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**UPDATE ON COURT PROCESSES AND PROCEDURES IN THE COURT OF QUEEN'S BENCH FOR
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FAMILY MATTERS

Common Filing Rejections (And How to Avoid Them)

General

- White Out is not permitted on any court document.
- Pursuant to *Rule 13.13(2)*, information on the document should be set out in full as it pertains to each action number.
- Style of Cause doesn't match commencing document **or** action number is incorrect/missing.
 - **NOTE: If a party is added to or removed from the Style of Cause, we require an order amending the Style of Cause**
- there is no name, address and contact information of the party or lawyer of record who prepared the document.
- Original document is missing. Pursuant to *Rule 13.13(6)* when a document is filed, the court clerk must retain the original of the document/original signature.
- Does not comply with Practice Note 10 – Requires Authority to Access Family Law File.

Practice Note #2

These are the MOST COMMON rejections that we see in our office. We strongly suggest reviewing the Practice Note #2 in depth to avoid your documents being rejected.

- Your deadline for filing has passed – you must seek a FIAT upon reasonable notice to the other party (paragraph 56).
 - **NOTE: If you have an order altering your filing deadlines, a copy of the order MUST be provided at the time of filing to verify your documents are being filed on time.**
- Exhibits are not commissioned OR Commissioner's Information is missing on jurat and/or Exhibits.
- Leave is required to file 3rd Party Affidavit (28)
 - **NOTE: Some Third Party affidavits ARE allowed, such as affidavits from police, doctors, therapists, experts etc. Examples of affidavits that require fiats are affidavits from friends, neighbours and coworkers.**