

# FAMILY LAW MATTERS

## MOTIONS & APPLICATIONS

If there is an agreement that the matter proceed solely based on the written materials (there will be NO telephone or video conference), the parties will agree on a time table for the exchange of all motion materials.

Counsel and parties are encouraged to discuss and agree on what documentation should be filed so that there is no duplication in the materials filed with the court and only excerpts of the exhibits that are necessary and relevant are to be included.

Factums must be filed with the materials or the matter will not be scheduled.

There are no in person court attendances or filings. The Judges do not have access to the court file or any materials that have been filed with the court. They will not have access to existing orders.

All consent motions must be filed electronically with an undertaking to file written copies of the materials when the court operations resume and pay any applicable fees.

**The materials to be filed via email to [scjtrialofficebrampton@ontario.ca](mailto:scjtrialofficebrampton@ontario.ca) include:**

1. Motion materials, include the notice of a motion setting out the order that you are asking the court to make;
2. An affidavit that sets out the facts in support of the order that you are asking the court to make;
3. The parties need to advise if there is a consent motion that has been filed with the court prior to the suspension of court operations, and agree to abandon any previously filed motions that deal with the same or similar issues.
4. A consent to the order being requested that is signed by all parties.
5. A draft order that has been approved by both parties,
6. Copies of any existing orders that may be relevant.
7. An email address for each of the parties.

After reviewing the materials and if appropriate issue an order as requested or with amendments (changes).

If the Judge has concerns or issues with the materials filed or the proposed draft Order, the judge will advise the parties electronically of the problems with the materials or with the reason for denying the order.

Factums are required for the long motions or the matter will not be heard. The Factums are limited to 20 pages.  
[BramptonSCJcourt@ontario.ca](mailto:BramptonSCJcourt@ontario.ca)

Confirmations for all of the court hearing must be done in compliance with the Family Law Rules 14 and 17 time lines, and the confirmations submitted via email to [scjtrialofficebrampton@ontario.ca](mailto:scjtrialofficebrampton@ontario.ca)