

APPLICATION FOR REFERRAL TO ANOTHER JUDICIAL DISTRICT
Article 167 of the *Code of Civil Procedure*, CQLR, c. C-25.01
Section 114 of the *Charter of Human Rights and Freedoms*, CQLR, c. C-12

GENERAL INFORMATION

This application allows a party to ask for the case to be referred to another judicial district.

Section 114 of the Charter provides that the *Application to Introduce Proceedings* must be filed at the office of the Court of Québec in the judicial district where the defendant resides or has his principal business establishment.

PROCEDURE

NOTIFICATION

You must notify your *Application for Referral to Another Judicial District* (hereafter *Application for Referral*) to all the parties to the proceeding.

Notification can be made by registered mail, courier service (Purolator, Dicom, etc.) or by court bailiff.

FILING AT THE COURT OFFICE

You must file **5 copies** of your *Application for Referral* along with the proof of its notification to the other parties at the office of the Court of Québec in the judicial district where the *Application to Institute Proceedings* was filed.

HOW TO FILL OUT THE FORM

- Provide all required information.
- The number beside the explanations refers to the corresponding section of the form.
- The form must be printed on one side of each page.

1 DISTRICT AND FILE NUMBER

Enter the district and the file number as they appear on the *Application to Institute Proceedings*.

2 IDENTIFICATION OF THE PARTIES

Enter the name and surname of every party to the proceeding as they appear on the *Application to Institute Proceedings*.

3 CONTENT OF THE APPLICATION

- Indicate whether you are the plaintiff or defendant using the drop-down menu.
- Enter the district where the *Application to Institute Proceedings* was filed.
- Enter the district where you want the file to be referred.
- Enter the reason(s) why your *Application for Referral* should be granted.
- Enter the location and the date, and sign your *Application for Referral*.

4 SWORN STATEMENT

Enter your complete address.

You must sign the statement before a person authorized to administer oaths (e.g., a lawyer, a Commissioner for oaths or a clerk of a court of justice).

5 NOTICE OF PRESENTATION

Enter the name, surname, and address of the parties to whom you are notifying the application.
Sign the *Notice of Presentation*.

6 BACK

Most of the information is automatically filled in when you complete the present form.
You only need to enter your email and telephone number in the required section.

You must staple the back at the end of your *Application for Referral*.

1 CANADA
PROVINCE OF QUÉBEC
DISTRICT OF (MENU DÉROULANT)
File no:

HUMAN RIGHTS TRIBUNAL
Office of the Court of Québec

2

and

and

Plaintiffs

v.

and

and

Defendants

APPLICATION FOR REFERRAL TO ANOTHER JUDICIAL DISTRICT

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3 TO ONE OF THE HONOURABLE JUSTICES OF THE HUMAN RIGHTS TRIBUNAL,

THE (MENU DÉROULANT) SUBMITS:

1. An *Application to Institute Proceedings* was filed in the district of .
2. The asks that the file be referred to the district of , which corresponds to the district of:
 - his domicile
 - his residence
 - his principal business establishment
 - other reason, explain:

FOR THESE REASONS, MAY IT PLEASE THE TRIBUNAL TO:

GRANT the *Application for Referral to Another Judicial District*;

REFER the file to the judicial district of ;

THE WHOLE, without costs.

SIGNATURE	SIGNATURE	SIGNATURE
<p>Select 1</p> <p>Signed in _____, City</p> <p>on _____ Date</p> <p>_____</p> <p>Name in block letters</p>	<p>Select 2</p> <p>Signed in _____, City</p> <p>on _____ Date</p> <p>_____</p> <p>Name in block letters</p>	<p>Select 3</p> <p>Signed in _____, City</p> <p>on _____ Date</p> <p>_____</p> <p>Name in block letters</p>

4

SWORN STATEMENT

I, the undersigned _____, domiciled and residing at
Name and surname

Number Street Apartment City Province Postal code

Declare the following:

- 1. I am the MENU DÉROULANT
- 2. All the facts alleged herein are, to my personal knowledge, true.

I have signed in _____
City

Signature

Solemnly affirmed before me,

In _____, on _____
City Date

Lawyer / Clerk / Commissioner for oaths

Name in block letters

5

NOTICE OF PRESENTATION

To :

First name, name, and complete address

First name, name, and complete address

First name, name, and complete address

First name, name, and complete address

Notice is hereby given that the *Application for Referral to Another Judicial District* will be presented on a date and location determined by the Human Rights Tribunal.

In _____, on _____
City Date

Signature

Name in block letters

No:

HUMAN RIGHTS TRIBUNAL
 (Office of the Court of Québec)
DISTRICT OF SELECT (MENU DÉROULANT)

and

and

Plaintiffs

v.

and

and

Defendants

**APPLICATION FOR REFERRAL TO ANOTHER
 JUDICIAL DISTRICT**

Name:
 Address:
 Telephone:
 Email: