

**SUPERIOR COURT OF JUSTICE**  
**FAMILY COURT BRANCH**  
 75 Mulcaster Street, Barrie, On L4M 3P2  
 700 Memorial Ave, Orillia, On L3V 6J3  
 3 Dominion St North, Bracebridge, On P1L 2E6

Court File #\_\_\_\_  
 Phone # (705) 739-6116 Fax # (705) 739-6109  
 Phone # (705) 326-2671 Fax # (705) 326-0970  
 Phone # (705) 645-8793 Fax # (705) 645-7901

**WAIVER OF FIRST APPEARANCE**

**Applicant:**

<i>(as per title of proceedings)</i>	(Lawyer's name, phone and fax numbers)
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**Respondent(s):**

<i>(as per title of proceedings)</i>	(Lawyer's name, phone and fax numbers)
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- 1) My name is \_\_\_\_\_, and I am counsel for the \_\_\_\_\_.
- 2) I have contacted the opposing counsel in this case to confirm the matters set out in paragraphs 3 to 6 below.
- 3) The scheduled date and time for the First Appearance pursuant to Rule 39 (5) is \_\_\_\_\_  
 at \_\_\_\_\_ a.m. in BARRIE, ONTARIO .  
(Court location)
- 4) Both parties are represented by counsel AND;

- The Applicant's material as required by the rules is complete and in order and has been served and filed.
- The Respondent's material as required by the rules is complete and in order and has been served and filed

**OR**

- To be completed served and filed no later than 2 pm 2 days prior to the scheduled F/A date. Failure to comply will result in a cancellation of the scheduled CC or DRO date and the matter will automatically be scheduled to the next available F/A date.

5-a) A Case Conference date has been confirmed with the Trial Coordinator and scheduled for \_\_\_\_\_ at \_\_\_\_\_ a.m. in BARRIE, ONTARIO . (General Applications only)  
(Court location)

5-b) A DRO Conference date has been confirmed with the Trial Coordinator and scheduled for \_\_\_\_\_ at \_\_\_\_\_ a.m.  
 in BARRIE, ONTARIO .(Motions to Change only-Barrie matters)

6) A Case Conference Notice (Form 17) has been completed and filed along with the Waiver of First Appearance.

Date: \_\_\_\_\_ Name & Firm: \_\_\_\_\_  
 \_\_\_\_\_  
 Signature: \_\_\_\_\_

**TO BE FILED WITH OR FAXED TO THE TRIAL COORDINATOR OFFICE (fax #739-6099) WITHIN 1 BUSINESS DAY OF RECEIVING AVAILABLE CASE CONFERENCE DATES.**

**COUNSEL TO PREPARE AND FILE OR FAX THE CASE CONFERENCE NOTICE TO THE FAMILY FILING OFFICE, BARRIE, ORILLIA, OR BRACEBRIDGE NO LATER THAN 2 PM 2 DAYS PRIOR TO THE SCHEDULED F/A DATE.**