

FORM 9 (RULE 19 (a))

Court of Appeal File No.

COURT OF APPEAL

BETWEEN:

(name)

Appellant/Respondent
(Plaintiff)

AND:

(name)

Appellant/Respondent
(Defendant)

APPEAL RECORD

(Name of appellant)

(Name of respondent)

(Name of appellant's counsel, if any)

(Name of respondent's counsel, if any)

(Address of appellant or, if the appellant is represented, name and address of the appellant's law firm)

(Address of respondent or, if the respondent is represented, name and address of the respondent's law firm)

COMPLETION INSTRUCTIONS

The Appeal Record must be bound with a blue cover and must contain the following in the following order:

- INDEX
- Part 1 - DOCUMENTS

The most current versions of the document(s) that initiated the proceeding under appeal and the responding document(s).

- Part 2 - ORDER

A copy of the entered order under appeal, if available, or, if no copy of the entered order is available, a blank page with an envelope attached in which the copy of the entered order can be inserted once available. (NOTE that a Certificate of Readiness cannot be filed until the copy of the entered order is included in the Appeal Record).

- Part 3 - JUDGMENT or DECISION

A copy of the reasons for judgment or decision filed in the format released to the parties.

- Part 4 - NOTICE OF APPEAL or NOTICE OF APPLICATION FOR LEAVE TO APPEAL and ORDER granting leave

A copy of the document that initiated the appeal and a copy of the entered order granting leave, if available, or, if no copy of the entered order is available, a blank page with an envelope attached in which the copy of the entered order can be inserted once available.

- Part 5 - NOTICE UNDER THE *CONSTITUTIONAL QUESTIONS ACT*

A copy of any notice required under this Act.

In addition to the foregoing, each page of the Appeal Record must be numbered consecutively, at the centre of the top portion of the page, beginning with the first page of Part 1.