

COURT OF APPEAL FOR BRITISH COLUMBIA

E-Filing

Completion Instructions:

Application for Leave to Intervene (Intervener Status) – Civil Rule 61

This application allows a person, other than a party, interested in an appeal to apply to a justice for leave to intervene in the appeal.

1.0 Application for Leave to Intervene

1.1 Memorandum of Argument Content

Argument: **Maximum 10 pages**

Requirement	Instructions	Completed
Cover page	Required You may use this Word template including cover page. Include Sealing Order, Publication Ban, or Anonymity Order (if any) referencing legislative provision (or inherent jurisdiction) that authorises the order or ban and precise terms.	<input type="checkbox"/>
Part 1: Argument	Include a brief statement setting out the following: (a) Interest in the appeal – briefly describe the intervener and the intervener’s interest in the appeal (b) Position on the appeal – identify the position the intervener takes on the appeal, briefly summarize the submissions the intervener will make and their relevance to the appeal (c) Position on leave to intervene – set out the reasons that the intervener’s submissions will be: (1) useful to the court, and (2) different from those of other parties	<input type="checkbox"/>
Part 2: Order Sought	The nature of the order (or orders) requested Enter name of lawyer(s) or party(ies) who prepared the filing	<input type="checkbox"/>

1.2 Written Argument Document Format Requirements

Word template is [here](#).

Requirement	Instructions	Completed
Font	Arial 12 (including citations)	<input type="checkbox"/>
Spacing	Lines spaced 1.5 lines apart with a single space between paragraphs (pre-set in template)	<input type="checkbox"/>
Margins	No less than 2.5 cm. (1 in)	<input type="checkbox"/>
Paragraph Numbering	Paragraphs numbered consecutively starting from Part 1: Argument	<input type="checkbox"/>
Footnotes	Arial 12 (<i>pre-set in template</i>) Footnotes can be single spaced.	<input type="checkbox"/>

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2.0 Copies for Filing and Service

2.1 E-filing

Court staff will electronically apply registry filing stamp when approved through the e-filing system.

Filing/Service	Requirements	Completed
Electronic Copies	Save 1 copy with filing stamp for your records, 1 copy with filing stamp (paper or electronic) to be served on each party	<input type="checkbox"/>

History:

Replaces Completion instructions in previous Rules and Forms

Last Updated: December 20, 2023