



Court of Appeal for British Columbia

**CRIMINAL: Summary of Changes to
Court Forms, Instructions & Templates
2016-current**

Last Updated: April 23, 2025

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1.0 Forms

Form	Updated	Comments
Form 1 – Notice of Appeal or Application for Leave to Appeal by Solicitor	2023-12-20 2022-09-12	Added sealing and anonymization order requirements Regina to Rex
Form 1A – Notice of Appeal or Application for Leave to Appeal – Summary Conviction Appeal	2023-12-20 2022-09-12	Added sealing and anonymization order requirements Regina to Rex
Form 2 – Notice of Appeal or Application for Leave to Appeal by Unrepresented Appellant	2023-12-20 2022-09-12	Added sealing and anonymization order requirements Regina to Rex
Form 3 – Notice of Appeal or Application for Leave to Appeal – Crown Appeal Acquittal/Sentence	2023-12-20 2022-09-12	Added sealing and anonymization order requirements Regina to Rex
Form 4 – Appeal Book - see instructions below	2025-04-23 2023-12-20	Published and published paper and e-filing instructions Added sealing and anonymization order requirements
Form 5 – Transcript – see instructions below	2024-10-01 2023-12-20	New transcript contract and updated transcription manual Added sealing and anonymization order requirements
Form 6 – Factum – see instructions and templates below	2023-02-02	Published paper and e-filing checklists and templates
Form 7 – Application to Extend Time to Appeal	2022-09-12	Regina to Rex
Form 8 – Bail Application/Order to Release	2022-09-12	Regina to Rex
Form 9 – Notice to Release Pending Approval	2022-09-12	Regina to Rex
Form 10 – S. 680 Bail Review	2022-09-12	Regina to Rex
Form 11 – Notice of Abandonment	2022-09-12	Regina to Rex
N/A – Criminal Order – Precedent Form	2022-09-12	Regina to Rex
N/A Sentence Appeal Statements – see instructions and templates below	2016-10-31	Published statement templates and checklist

2.0 Instructions: Books for Appeal Hearings

Instruction	Updated	Comments
Form 4 - Appeal Book	2025-04-23	Published paper and e-filing instructions
Form 5 – Transcript	2024-10-01	New transcript contract and updated transcription manual
Form 6 – Factum	2023-12-20 2023-02-02	Added sealing and anonymization order requirements Published paper and e-filing checklist (instructions)
N/A – Sentence Appeal Statements	2023-12-20 2023-11-21 2016-10-31	Added sealing and anonymization order requirements Published a separate paper and e-filing instructions (checklist) Published checklist (instructions)

3.0 Templates: Factums and Statements

Word Template	Updated	Comments
Template: Appellant’s Factum	2023-12-20 2023-02-02	Added sealing and anonymization order requirements Published Word template
Template: Respondent’s Factum	2023-12-20 2023-02-02	Added sealing and anonymization order requirements Published Word template
Template: Appellant’s Reply	2023-12-20 2023-02-02	Added sealing and anonymization order requirements Published Word template
Template: Intervener’s Factum	2023-12-20 2023-02-02	Added sealing and anonymization order requirements Published Word template
Template: Cover Page - Books	2025-04-23	Published Word template
Template: Cover Page – Lower Court Transcripts	2025-04-23	Published Work template
Criminal Statements		
Template: Appellant’s Sentence Appeal Statement	2023-12-20 2022-11-21 2022-09-12 2016-10-31	Added sealing and anonymization order requirements Updated Regina to Rex Published Word template
Template: Respondent’s Sentence Appeal Reply Statement	2023-12-20 2022-11-21 2022-09-12 2016-10-31	Added sealing and anonymization order requirements Updated Regina to Rex Published Word template