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Number: PD- 26

Title:

Practice Direction

Orders

Summary:

This Practice Direction provides direction in relation to aspects of the process for entry of orders.

Direction:

Orders made following appearance in chambers

1. An order submitted to the registry for entry following an appearance in chambers will be checked by the registrar against the clerk's notes.
2. If the order submitted corresponds to the clerk's notes and is not otherwise questioned by the registrar, the registrar will sign and enter the order.
3. If the order submitted to the registry does not correspond to the clerk's notes or is otherwise questioned by the registrar, the order must be approved by the judge or associate judge before the order is entered.

Orders made after a trial

4. An order made after a trial must be approved by a judge before the order is entered.

Orders made pursuant to written reasons for judgment

5. An order made following the issuance of written reasons for judgment by a judge or associate judge, must be approved by the judge or associate judge before the order is entered.

Desk orders

6. A draft order in respect of an application of which notice is not required is submitted to a judge or associate judge once the registrar is satisfied that the appropriate material in support of the application has been filed. The judge or associate judge will make the order if satisfied that the application is proper and the material is sufficient, after which the order will be entered.

Approval as to form in name of law firm not acceptable

7. An order which includes the endorsement "Approved as to Form" must be signed by the party or the lawyer for the party; an approval as to form in the name of a law firm is not acceptable.

**Christopher E. Hinkson
Chief Justice**