

(Name of court)

at

Court office address

**Form 17E: Trial Management
Conference Brief**

Name of party filing this brief

Date of trial management conference

Applicant(s)

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Respondent(s)

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

Name & address of Children's Lawyer's agent (street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any)) and name of person represented.

Are any of the parties First Nations, Inuit, or Métis?

☐ No ☐ Yes (Who?)

PART 1: THE ISSUES

1. What are the issues in this case that **HAVE been settled or about which an order has been made:**

*Child
protection
cases*

- ☐ access ☐ finding in need of protection
- ☐ placing the child(ren) with (name of person) for months under supervision.
- ☐ interim society care for months. ☐ extended society care.
- ☐ other (Specify.)

*All other
cases*

- ☐ child support ☐ decision-making responsibility
- ☐ entitlement ☐ parenting time
- ☐ payor's income ☐ contact
- ☐ retroactive child support ☐ spousal support
- ☐ special or extraordinary expenses ☐ restraining order
- ☐ other (Specify.)

Attach a copy of any agreement that the judge should read to prepare for the trial management conference.

2. Where is the child living at the time of this conference?

3. Are any of the issues in this case urgent?

☐ No. ☐ Yes. (Identify the issues and give details of why the issues are urgent.)

4. What are the issues in this case that have **NOT** yet been settled:

Child
protection
cases

- ☐ Access ☐ finding in need of protection
- ☐ placing the child(ren) with (name of person) _____
for _____ months under supervision.
- ☐ interim society care for _____ months. ☐ extended society care.
- ☐ other (Specify.) _____

All other
cases

- ☐ child support ☐ decision-making responsibility
- ☐ entitlement ☐ parenting time
- ☐ payor's income ☐ contact
- ☐ retroactive child support ☐ spousal support
- ☐ special or extraordinary expenses ☐ restraining order
- ☐ other (Specify.) _____

PART 2: ISSUES FOR TRIAL

5. Attach an outline of your opening statement for the trial, including:

- (a) what you consider to be the undisputed facts;
- (b) the theory of your case on the disputed issues;
- (c) a brief summary of the evidence you plan to present at trial; and
- (d) the orders you are asking the trial judge to make.

6. (a) These are the witnesses whom I plan to have testify for me, the topics about which they will testify and my current estimate of the length of time for the testimony of each witness, including cross-examination:

| Name of witness | Topic about which witness will testify | Current time estimate for witness |
|-----------------|--|-----------------------------------|
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- (b) These are the expert witnesses whom I plan to have testify, their areas of expertise, and my current estimate of the length of time for the testimony of each witness, including cross-examination:

| Name of expert | Expert report and CV filed? (Yes or No) | Area of expertise | Qualifications admitted? (Yes or No) | Current time estimate for witness |
|----------------|--|-------------------|---|-----------------------------------|
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7. I estimate that the trial time needed for my part of this trial is _____ days; the other side's part of this trial is _____ days.

PART 3: PROCEDURAL MATTERS

8. Have the parties signed a statement of agreed facts?
☐ Yes. *(Attach a copy.)* ☐ No. *(Explain why not.)*
9. Have the parties finished the disclosing of documents and the questioning of witnesses?
☐ Yes. ☐ No. *(Indicate what has not been done.)*
10. Are there any expert reports that you intend to rely on at trial?
☐ No. ☐ Yes. *(Give details about the reports such as who prepared them and the issues addressed.)*
11. Have all of the reports you intend to rely on been provided to all of the parties and the Children's Lawyer (if involved)?
☐ No. ☐ Yes.
If no, when will they be provided?
12. Attach a list of the relevant orders in this case.
13. Are there any orders or directions for trial that have not been carried out?
☐ No. ☐ Yes. *(Explain.)*

14. Have the parties produced a joint document brief?

☐ Yes. *(Attach a copy.)* ☐ No. *(Explain why not.)*

15. Has an order been made for affidavit evidence at trial?

☐ Yes. ☐ No. *(Explain.)*

16. Are there any preliminary or procedural matters that need to be dealt with before or at the start of the trial?

☐ No. ☐ Yes. *(Explain.)*

17. Have all parties been served?

☐ Yes. ☐ No. *(Explain.)*

| |
|-------------------|
| Court File Number |
|-------------------|

18. Have you served a request to admit?
☐ Yes. ☐ No. (*Explain.*)

Date of party's signature

Signature of party

Date of lawyer's signature

Signature of party's lawyer