|  |  |  |  |  |  |  |  |  |  |  |  |  |
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| *ONTARIO* |  | | | | | | | | | | | |
| **Superior Court of Justice** | | | | | | | Plaintiff’s Claim | | | | | |
| [SEAL] | Form 7A Ont. Reg. No*.*: 258/98 | | | | | | | | | | | |
|  | | | | | | | |  |  | | |
| Small Claims Court | | | | | | | |  | Claim No. | | |
|  | | | | | | | |  |  | | |
| Address | | | | | | | |  |
|  | | | | | | | |  |
| Phone number | | | | | | | |  |
| Plaintiff No. 1 | |  | | Additional plaintiff(s) listed on attached Form 1A. | | | | | | |  | Under 18 years of age. |
| Last name, or name of company | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| First name | | | Second name | | | | | Also known as | | | | |
|  | | |  | | | | |  | | | | |
| Address (street number, apt., unit) | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| City/Town | | | | | Province | | | Phone no. | | | | |
|  | | | | |  | | |  | | | | |
| Postal code | | | | | | Email address | | | | | | |
|  | | | | | |
| Representative | | | | | | | | Law Society of Ontario no. | | | | |
|  | | | | | | | |  | | | | |
| Address (street number, apt., unit) | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| City/Town | | | | | Province | | | Phone no. | | | | |
|  | | | | |  | | |  | | | | |
| Postal code | | | | | | Email address | | | | | | |
|  | | | | | |
| Defendant No. 1 | |  | | Additional defendant(s) listed on attached Form 1A. | | | | | | |  | Under 18 years of age. |
| Last name, or name of company | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| First name | | | Second name | | | | | Also known as | | | | |
|  | | |  | | | | |  | | | | |
| Address (street number, apt., unit) | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| City/Town | | | | | Province | | | Phone no. | | | | |
|  | | | | |  | | |  | | | | |
| Postal code | | | | | | Email address | | | | | | |
|  | | | | | |
| Representative | | | | | | | | Law Society of Ontario no. | | | | |
|  | | | | | | | |  | | | | |
| Address (street number, apt., unit) | | | | | | | | | | | | |
|  | | | | | | | | | | | | |
| City/Town | | | | | Province | | | Phone no. | | | | |
|  | | | | |  | | |  | | | | |
| Postal code | | | | | | Email address | | | | | | |
|  | | | | | |
| Les formules des tribunaux sont affichées en anglais et en français sur le site [www.ontariocourtforms.on.ca](http://www.ontariocourtforms.on.ca/). Visitez ce site pour des renseignements sur des formats accessibles. | | | | | | | | | | | | |

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| --- | --- | --- | --- |
| **FORM 7A** | | **PAGE 2** |  |
|  | |  | Claim No. |
| **REASONS FOR CLAIM AND DETAILS** | | | |
| Explain what happened, including where and when. Then explain how much money you are claiming or what goods you want returned. | | | |
| If you are relying on any documents, you **MUST** attach copies to the claim. If evidence is lost or unavailable, you **MUST** explain why it is not attached. | | | |
| **What happened? Where? When?** |  | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **FORM 7A** | | | | | | | | **PAGE 3** | | | | | | | | |  | |
|  | | | | | | | |  | | | | | | | | | Claim No. | |
|  | | | | | |  | | | | | | | | | | | | |
| **How much?** | | | | | | $ |  | | | | | |  | | | | | |
|  | | | | | | | (Principal amount claimed) | | | | | |  | | | | | |
|  | **ADDITIONAL PAGES ARE ATTACHED BECAUSE MORE ROOM WAS NEEDED.** | | | | | | | | | | | | | | | | | |
| **The plaintiff also claims prejudgment interest from** | | | | | | | | | | | |  | | | | | | **under:** |
|  | | | | | | | | | | | | (Date) | | | | | |  |
| *(Check only one box)* | |  | | **the *Courts of Justice Act*** | | | | | | | | | | | | | | |
|  | | **an agreement at the rate of** | | | | |  | | | | | | | **% per year** | | |
| **and postjudgment interest, and court costs.** | | | | | | | | | | | | | | | | | | |
| Prepared on: | | |  | | | | | | | , 20 |  | | |  |  | | | |
|  | | |  | | | | | | |  |  | | |  | (Signature of plaintiff or representative) | | | |
| Issued on: | | |  | | | | | | | , 20 |  | | |  |  | | | |
|  | | |  | | | | | | |  |  | | |  | (Signature of clerk) | | | |
| **CAUTION TO DEFENDANT:** | | | | | **IF YOU DO NOT FILE A DEFENCE** (Form 9A) and proof of service (**either** an Affidavit of Service (Form 8A) **or** a Lawyer or Paralegal’s Certificate of Service (Form 8B)) with the court within twenty (20) calendar days after you have been served with this Plaintiff’s Claim, judgment may be obtained without notice and enforced against you. Forms and self-help materials are available at the Small Claims Court and on the following website: [www.ontariocourtforms.on.ca](http://www.ontariocourtforms.on.ca). | | | | | | | | | | | | | |
| **CAUTION TO PARTIES:** | | | | | Unless the court orders or the rules provide otherwise, **THIS ACTION WILL BE AUTOMATICALLY DISMISSED** if it has not been disposed of by order or otherwise two (2) years after it was commenced and a trial date or assessment under subrule 11.03(2) has not been requested. | | | | | | | | | | | | | |