

(Court file no.)

FORM 58B

Courts of Justice Act

NOTICE TO DELIVER A BILL OF COSTS FOR ASSESSMENT

(General heading)

NOTICE TO DELIVER A BILL OF COSTS FOR ASSESSMENT

TO THE PARTIES

I HAVE MADE AN APPOINTMENT, at the request of (*identify party who obtained appointment*) to assess the costs of (*identify party entitled to costs and what costs are to be assessed*) on (day), (date), at (time).

THE APPOINTMENT WILL PROCEED (*choose one of the following*)

- In person
- By telephone conference
- By video conference

at the following location

(Courthouse address for in person hearing or telephone conference or video conference details, such as a dial-in number, access code, video link, etc., if applicable)

TO (*identify party entitled to costs*)

YOU ARE REQUIRED to file your bill of costs with me and serve your bill of costs on every party interested in the assessment at least seven days before the above date.

Date Assessment officer

TO (Name, address, email address if any), and telephone number of lawyer or party on whom notice is served)