

FORM 55B

Courts of Justice Act

NOTICE TO PARTY ADDED ON REFERENCE

(General heading)

NOTICE TO PARTY ADDED ON REFERENCE

TO *(Name of party added on reference)*

By order of the court, a copy of which is served with this notice, a reference was directed to *(person conducting reference)* for the purpose of *(set out purpose of reference)*.

YOU HAVE BEEN MADE A PARTY TO THIS PROCEEDING by order of *(name of person conducting reference)*, a copy of which is also served with this notice.

THE REFERENCE 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)

on (day), (date), at (time).

YOU MAKE A MOTION to a judge of this court WITHIN TEN DAYS *(or where the person is to be served outside Ontario, such further time as the referee directs)* after this notice is served on you to set aside or vary the order directing the reference or the order adding you as a party.

IF YOU FAIL TO DO SO OR IF YOU FAIL TO ATTEND ON THE REFERENCE, or fail to have an Ontario lawyer act for you, the reference may proceed in your absence and without further notice to you, and you will be bound by any order made in this proceeding.

(Date)

(Name, address, email address (if any), and telephone number of lawyer or party serving notice)

TO *(Name, address, email address (if any), and telephone number of party added on reference)*