

**FEE WAIVER REQUEST TO COURT**  
**By a Litigation Guardian For a Person Under Disability**  
**Or a Person Representing a Special Party**

(PLEASE PRINT CLEARLY)

*[Please read the definitions in "A Guide to Fee Waiver Requests" before completing this form.]*

(a) This is a request for waiver of court and/or enforcement fees with respect to: *(Select one.)*

- a proceeding before the *(specify court)* \_\_\_\_\_
- the enforcement of an order of the *(specify court or administrative tribunal)*
- \_\_\_\_\_

(b) Title of proceeding/Name of case: \_\_\_\_\_

(c) Court file/Claim number *(if applicable)*: \_\_\_\_\_

(d) In support of this request, I, *(full legal name of litigation guardian or person representing special party)*

\_\_\_\_\_ ,  
submit the following affidavit, the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
*(Signature of litigation guardian  
or person representing special party)*

*(To be completed by registrar or clerk if the requestor is eligible for fee waiver under  
s. 4.4(4) Administration of Justice Act, R.S.O. 1990, c. A.6)*

Requestor is eligible for fee waiver under s. 4.4(4) Administration of Justice Act, R.S.O. 1990, c. A.6:

- Yes       No

\_\_\_\_\_  
*(Date of signature)*

\_\_\_\_\_  
*(Signature of registrar or clerk of the court)*

*(To be completed by the Court if the requestor is not eligible for fee waiver under  
s. 4.4(4) Administration of Justice Act, R.S.O. 1990, c. A.6)*

**This Court orders that**

- a fee waiver certificate shall be given.       a fee waiver certificate shall not be given.

Reasons, if applicable:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
*(Date of signature)*

\_\_\_\_\_  
*(Signature of judge, deputy judge or  
case management master)*

**AFFIDAVIT IN SUPPORT OF FEE WAIVER REQUEST**  
**By a Litigation Guardian For a Person Under Disability**  
**Or a Person Representing a Special Party**

(PLEASE PRINT CLEARLY)

1. I, (full legal name) \_\_\_\_\_, of the (City, Town, etc.)  
of \_\_\_\_\_,

I make this affidavit in support of this request for waiver of court and/or enforcement fees.

2. [Select and complete one.]

In this proceeding or case, I am or intend to act as

(a)  the litigation guardian of a party under disability who is the

\_\_\_\_\_, or intends to become a party, or

(b)  a person representing a special party under the *Family Law Rules*.

**OR**

I am or intend to act as

(c)  the litigation guardian of a party under disability, or

(d)  a person representing a special party under the *Family Law Rules*,  
seeking enforcement of an order of the (specify court or administrative tribunal)

\_\_\_\_\_ made in the proceeding or case of (title of proceeding/name of case)

3. My current mailing address, and fax number and e-mail address, if applicable, are:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

My current telephone number is: ( \_\_\_\_\_ ) \_\_\_\_\_

**NOTE: The party under disability or the special party under the *Family Law Rules* is the “requestor” for the purposes of paragraphs 4 to 12 and the exhibits. You should complete paragraphs 4 to 12 and the exhibits with information about the requestor.**

4. The requestor requires a court interpreter for a language other than English or French:

for the requestor

for witness(es)

no

Fee waiver is only available to a party, or person who intends to become a party, in a proceeding or case.

5. The requestor's court/enforcement fees are being paid by Legal Aid Ontario or by a lawyer under a contingency fee agreement:

(a)  Yes

(b)  Yes, but the requestor's Legal Aid certificate does not cover his/her divorce court fees.

(c)  No

If your answer to paragraph 5 is “(a) Yes”, do not complete paragraphs 6 to 10 or the Exhibits



## EXHIBIT "A"

[Please read the definitions in "A Guide to Fee Waiver Requests" before completing this form.]

Exhibit "A" to the affidavit of

\_\_\_\_\_, this  
\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
COMMISSIONER FOR TAKING AFFIDAVITS

(or as may be)

### FINANCIAL STATEMENT

#### 1. HOUSEHOLD

Besides the requestor, the following individuals make up the requestor's household:

Name of individual	Relationship	Age

#### 2. ESTIMATED NET MONTHLY HOUSEHOLD INCOME

[Attach copies of documents proving the requestor's income – for example, most recent pay stubs, income tax returns and T-4 slips, benefit statements.]

Estimated net monthly household income from all sources (i.e., the income remaining after non-voluntary deductions such as income tax and union dues):

Employment	\$
Pension	\$
Dividends	\$
Interest	\$
Support received (child and spousal)	\$
Other (please specify)	\$
<b>TOTAL</b> <b>(Estimated net monthly household income)</b>	\$

**3. ESTIMATED MONTHLY HOUSEHOLD EXPENSES**

*[Attach copies of receipts for the following:]*

Monthly expenses related to housing (e.g., rent, mortgage payments)	\$
Monthly expenses related to transportation (e.g., train passes, automotive maintenance)	\$
Monthly expenses related to household (e.g., utilities, maintenance)	\$
Monthly expenses related to medical and dental	\$
Other personal monthly expenses (e.g., food, clothing)	\$
Other monthly expenses, not included in above, related to dependant children <i>(please specify)</i>	\$
Monthly debt payments <i>(please specify)</i>	\$
<b>TOTAL</b> <b>(Estimated net monthly household expenses)</b>	\$

**4. HOUSEHOLD ASSETS**

*[Specify all assets, including liquid assets (e.g., bank accounts, RRSPs) and non-liquid assets (an asset that cannot readily be converted to cash, e.g., real property) and set out their estimated value.]*

<b>Asset</b>	<b>Value</b>
	\$
	\$
	\$
	\$
	\$
	\$
	\$
	\$



**EXHIBIT "B"**

Exhibit "B" to the affidavit of

\_\_\_\_\_, this  
\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
COMMISSIONER FOR TAKING AFFIDAVITS  
(or as may be)

*[Attach either a copy of the first document you filed or wish to file in this proceeding that sets out the requestor's position in the case (for example, statement of claim or application; statement of defence, answer), or a copy of the order the requestor wishes to enforce or continue enforcing, as appropriate.]*