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| ONTARIO | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | |  | Court File Number |
| (Name of court) | | | | | | | | | | | | | Form 17F: Confirmation of Conference |
| **at** |  | | | | | | | | | | | |
|  | Court office address | | | | | | | | | | | |
| 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. | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |
| **1.** | My name is (full legal name) | | | | |  | | | | | | | | |
| and I am | | | |  | the lawyer for (name) | | |  | | | | | | |
|  | | | |  | the applicant in this case | | | |  | the respondent in this case | | | | |
|  | | | |  | other *(specify)* | |  | | | | | | | |
| **2.** | Have you conferred with the opposing counsel or party regarding: *(check off all that apply)*: | | | | | | | | | | | | | |
| **a)** | |  | disclosure issues | | | | | | | | | | | |
| **b)** | |  | a resolution of the outstanding issues (whether on a temporary or final basis) | | | | | | | | | | | |
| **c)** | |  | material for the conference | | | | | | | | | | | |
| **d)** | |  | time estimates for the conference | | | | | | | | | | | |
|  | |  | If not, provide reasons: | | | | | | | | | | | |
|  | | |  | | | | | | | | | | | |
| **NOTE:** The *Family Law Rules* require the parties or their counsel to confer, or attempt to confer, orally or in writing with each other on the issues in dispute for a conference prior to filing Confirmations. The only exception is where a party is prohibited from such communication by court order. **Failure to comply with the *Family Law Rules* may result in a cost order.** | | | | | | | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
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| Form 17F: | | | | | | | | Confirmation of Conference | | | | | | | | | | | | | (page 2) | | | | | | | | | Court File Number | | |
|  | | | | | | | |  | | | | | | | | | | | | |  | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **3.** | The scheduled date and time for this | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | | | case conference | | | | | | |  | | settlement conference | | | | | | | | | | | |  | trial management conference | | | | | |
|  | is *(date)* | | | | | |  | | | | | | | | at |  | | | | | | | | | | |  | | | | | |
| **4.** | The case management judge for this case is Justice | | | | | | | | | | | | | | | | | |  | | | | | | | | | | | | | |
| **5.** | This matter is | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | | going ahead on the issues listed in paragraph 6 below. | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | | going ahead for a consent order *(attach draft order).* | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | | being adjourned on consent to (date) | | | | | | | | | | | | |  | | | | | | | | for a *(event)* | | | |  | | | |
|  |  | | | because *(give reasons)* | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | | going ahead for a contested adjournment to (date) | | | | | | | | | | | | | | | |  | | | | | | | | asked forby *(name of person asking* | | | | |
|  | | | | for adjournment) | | | | | |  | | | | | | | | | | | | | because *(give reasons)* | | | | | | | | | |
|  | | | |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **6.** | What are the most important issues to be resolved at this step in the case? *(List the issues below)* | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | a)  b)  c)  d)  e)  f) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **7.** | In addition to the conference brief, the presiding judge will be referred to the following pages/tabs: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **8.** | | Time estimate: | | | | | | | applicant: | |  | | minutes; respondent: | | | | | | | | |  | | minutes; for a total of | | | | | | |  | minutes. |
| **9.** | |  | | | | I confirm that the parties have discussed costs. | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **10.** | | | If the information in this form is no longer correct at any time before the conference is held, I will update this form as required by subrule 17(14.1.1) of the *Family Law Rules*. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **NOTE:** The *Family Law Rules* require you to **deliver a copy** of this form to the opposing lawyer or party, unless this is a child protection matter. For clarification, regular or special service and an accompanying Affidavit of Service (Form 6B) under rule 6 of the *Family Law Rules* are not required. However, you must deliver this form by some method (including fax or e-mail) to the opposing lawyer or party prior to giving a copy to the court clerk. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| **NOTE:** If your case is in the Unified Family Court or the Ontario Court of Justice, assistance may be available from Duty Counsel from [Legal Aid Ontario](https://www.legalaid.on.ca/) (www.legalaid.on.ca). To arrange for assistance at the hearing, call 1-800-668-8258 in advance of your court date. In some circumstances you may also be eligible for a legal aid certificate. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | |  | | | |  | | | | | | | | | | |
| Date of signature | | | | | | | | | | | | | | | | | |  | | | | Lawyer’s or party’s signature | | | | | | | | | | |