| ONTARIO | | | | | | |
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|  | | | | |  | Court File Number |
| (Name of court) | | | | | Form 22: Request to Admit |
| **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). | | |
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| **TO:** *(name of party)* | |  | | | | |
| **YOU MUST RESPOND TO THIS REQUEST WITHIN 20 DAYS AFTER BEING SERVED WITH IT.** | | | | | | |
| **You make your response by serving a response to request to admit in Form 22A, a blank copy of which should be attached to this request. If the blank form is missing, contact your own lawyer or the court office as soon as possible.** | | | | | | |
| **IF YOU DO NOT RESPOND WITHIN THE TIME GIVEN, THIS CASE WILL GO TO COURT ON THE BASIS THAT YOU ARE ADMITTING, FOR THE PURPOSE OF THIS CASE ONLY, THAT THE FACTS SET OUT BELOW ARE TRUE AND THAT THE DOCUMENTS DESCRIBED BELOW ARE GENUINE.** | | | | | | |
| You are requested to admit, only for the purposes of this case, that the following facts are true. *(If you need more space to list additional facts, attach an extra sheet.)* | | | | | | |
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| Form 22: | Request to Admit | | | (page 2) | Court File Number |
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| You are requested to admit, only for the purposes of this case, that the following documents are genuine. *(Being “genuine” also means:* | | | | | |
| * that a document that claims to be an original was written, signed or sealed as it appears to have been; | | | | | |
| * that a document claiming to be a copy is a true copy of the original; and | | | | | |
| * where the document claims to be a copy of a letter, fax, electronic-mail message or other document ordinarily sent from one person to another, that it was sent as it appears to have been sent and received by the person to whom it was addressed.) | | | | | |
| Describe each document and identify it by date, type of document, author, name of person to whom it was sent, etc. Indicate whether the document is an original or a copy. If you need more space to list additional documents, attach a sheet. | | | | | |
|  | | | | | |
| A copy of each document named above is attached to this request, except for: *(Give the number of any document that you are NOT attaching and state your reason for not doing so. Generally, you must attach copies of all the documents mentioned unless the other party already has a copy or it is impractical to attach a copy.)* | | | | | |
|  | |  |  | | |
| Signature | |  | Date of signature | | |