

**Practice Note**  
Request for Telephone/Videoconference Hearing  
Court of Appeal Chambers  
(Civil and Criminal matters)

Pursuant to Court of Appeal Rule 44(1), a justice may hear an application by telephone or videoconference if he or she considers it appropriate. The new practice for the conduct of telephone or videoconference hearings in chambers is as follows:

1. All telephone and videoconference hearings are to be scheduled at the discretion of the judge hearing the matter.
2. The person making the request for a telephone or video conference shall file a written request and all motion material at least 7 days before the matter is scheduled to be heard. The applicant must make it clear in the request why the matter needs to be heard remotely.
3. The judge who will be hearing the matter will review the filed material and decide whether or not the matter is to proceed by telephone/videoconference.
4. If the matter is to proceed by personal appearance in chambers, the applicant will be informed as soon as is possible in order that travel arrangements can be made.
5. The judge will indicate the time that a teleconference/videoconference will take place.
6. The scheduler will contact counsel, indicating the decision of the judge on the request for a remote hearing.

J.L. Jordan, Registrar

May, 2006