



Effective Date: 2010/07/01

Number: PD - 18

Title:

Practice Direction

Request to Appear Before a Specific Judge, Master or Registrar

Summary:

This Practice Direction sets out the procedure and form that must be used by a party or counsel making a request to the court to appear before a specific judge, master or registrar.

Direction:

1. A party or counsel wishing to schedule an appearance before a specific judge, master or registrar, must complete and electronically submit the request form which is attached as Schedule A and is available on the court's website at the following link:

[http://www.courts.gov.bc.ca/supreme_court/scheduling/Request to Appear Before a Specific Judge or Master/](http://www.courts.gov.bc.ca/supreme_court/scheduling/Request_to_Appear_Before_a_Specific_Judge_or_Master/)

2. The request form is to be used :
 - a. where a specific judge, master or registrar is seized
 - b. where the matter in relation to which counsel or a party wishes to appear is a continuation of a matter that was previously before the specific judge, master or registrar
 - c. in other circumstances where it is necessary or appropriate for a specific judge, master or registrar to hear the matter.
3. All parts of the request form must be completed; incomplete forms will not be processed.

4. A party or counsel submitting the request form must send a copy of it by email to parties or counsel, or by fax or ordinary mail to parties or counsel who do not have access to email.

Robert J. Bauman
Chief Justice

Schedule A

Request to Appear Before a Specific Judge Master or Registrar

PLEASE FILL OUT ALL PARTS OF THIS FORM

Fields marked with an asterisk * are required.

* Style of Cause :

* Registry Name:

* Action No:

* Before Mr./Madam Justice, Master, or Registrar:

* Type of Hearing:(i.e. Chamber, Costs, JCC)

* Time Estimate of This Application:

* Court Registry that this request should be directed to:

* Nature of the Application:

(Note that it is not appropriate to include argument)

* Reason why this must be heard by this specific judge/master/registrar:

(i.e. seized or continuation)

*** Opposing Counsel's/Litigant's position on this application:**

The date of the last hearing before this specific judge/master/registrar: (yyyy/mm/dd)

Available Dates of All Involved:

*** Applicant's Name:**

*** Applicant's E-mail Address:** (one only)

*** Applicant's Telephone Number:**

Opposing & Other Counsel/Litigant(s):

*** Name:**

*** Telephone Number:**

E-mail Address:

[Add More Counsel/Litigants](#)

Requests that do not include opposing counsel's/litigant's e-mail address may not be processed. In the event that the opposing counsel/litigant does not have an e-mail address, the onus is on the applicant to provide a paper copy of this request to them via fax or ordinary mail and to advise of that by including a note in the "Opposing Counsel's/Litigant's position on this application " section.