

GLOSSARY

Word	Description
adjourn	to end or postpone to another time (Black's Law Dictionary)
affidavit	a written statement setting out facts and evidence. The statement is sworn to or solemnly affirmed by the person making the statement before a person authorized to administer oaths.
application	a request for an order
appointment	a document to set a hearing before a registrar
beneficial ownership	a beneficiary's interest in property
certificate	a document certifying a fact e.g. certificate of judgment certifies the details of a judgment
chambers	a type of hearing that differs from a full trial. Evidence is presented by affidavit as opposed to witnesses giving testimony.
chambers application	applications usually dealing with procedural issues that come up as a court case progresses
Child Support Guidelines	legislated guidelines that govern the amount of child support that a parent must pay
clerk's notes	the record made at a court hearing by the attending court clerk. The information set out in the notes would show when the hearing was conducted, who attended, who presided and the result of the hearing.
contingent fee agreement	an agreement between a client and their lawyer for fees to be paid to the lawyer only if the law suit is successful. It is usually based on a percentage of the amount awarded to the client at trial or upon settlement of the case (Black's Law Dictionary)
costs	money spent to carry out or defend a law suit which a party is allowed to recover. The unsuccessful party is usually ordered to pay a part of the expenses associated with the successful party's court case.
creditor	one to whom a debt is owed (Black's Law Dictionary)
disbursements	out of pocket expenses, e.g. filing fees, photocopies, expert reports etc.
discharge	when a bankrupt person is released from the bankruptcy process. The bankrupt is released from paying their debts. There are some debts that are not released upon discharge.
enforcement proceedings	processes someone who holds a judgment may use to force the other party to pay e.g. garnishing order, writ of seizure and sale etc.
examination in chief	the first questioning of a witness in a trial or other proceeding conducted by the party who called the witness to testify. (Black's Law Dictionary)
exhibit	a document, record or other object formally presented as evidence in court or a document attached to and made part of an affidavit.

expert report	a report from an expert on a certain subject commissioned by a party to support their claims.
expert	a witness who gives their opinion on a topic to help the court to understand technical and scientific issues raised by the parties claims. The expert must be shown to possess the necessary skills and qualifications in the area in which the opinion is sought. An expert can give evidence in person or by writing a report called an expert report.
forthwith	immediately
judgment	a court's final determination of the rights and obligations of the parties in a case (Black's Law Dictionary)
jurisdiction	a court's power to decide a case or issue a decree (Black's Law Dictionary)
notice of application	a document filed to give notice to a party or person and the court of an application for relief. It is supported by affidavit material. The notice of application sets out what relief is sought and the affidavit sets out the facts supporting the request.
oppositions	in bankruptcy a procedure that a trustee, the Office of the Superintendent in Bankruptcy or a creditor may use to contest the discharge of a bankrupt
oral reasons	the court's reasons for a decision that was made. The reasons are given in open court by the judge with parties and their lawyers present.
order	a ruling made by the court that tells a party to do something or not do something. It can also refer to the document that sets out the decision of the court.
ordinary service	unless the Supreme Court Civil Rules or the Supreme Court Family Rules require personal service or the court otherwise orders documents may be served by ordinary service. The acceptable methods of ordinary service are set out in the Rules.
passing of accounts	the examination of the expenses and fees incurred by an executor or administrator in the administration of a deceased person's estate.
personal service	the Supreme Court Civil Rules and the Supreme Court Family Rules require personal service for some documents. Examples of some documents that require personal service are: <ul style="list-style-type: none"> • originating documents; • documents that add a new party to the proceeding; • documents that may lead to the arrest of a party; • if the court orders a document to be personally served. There are specific methods for personal service set out in the Rules.
production of documents	the exchange of items between the parties in a court case as required by the Rules of Court
proposal	in bankruptcy an offer made by a debtor to his or her creditors to modify his or her payments

reasons for judgment	the court's written reasons for a decision that are not pronounced in open court
registrar	a person who performs duties as set out in the Rules of Court and under various Acts and Statutes
report and recommendation	a written report setting out facts and a suggestion to the court for further action
requisition	a document used to make a request of the court
service	bringing a legal document to the attention of persons involved in a law suit. The Supreme Court Civil Rules, the Supreme Court Family Rules and certain Acts set out procedures that must be followed when serving documents.
State of Title Certificate	a document issued by the Land Title Office showing the current state of the title to real property which indicates ownership and any charges against the property
Statutes	laws created by the Parliament of Canada or the Provincial Legislature. They are also called legislation or Acts.
submissions	statements made by both sides in a law suit pointing out evidence and the law to persuade the court to make findings in their favour.
witness	a person who gives evidence orally under oath or affirmation or by affidavit in a court case
writ of execution:	processes available to enforce a judgment; a warrant to the sheriff to seize and sell any of the debtor's property which is not exempt from seizure (The Dictionary of Canadian Law)