

## JUDICIAL DISTRICT OF MONTREAL

### Calling of the roll of the practice division of the Superior Court of Québec in Courtroom 2.16 (Civil Division)

#### *Directives concerning the calling of the roll*

**AS OF MARCH 15, 2021**

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***The purpose of these directives is to prevent the parties from having to go to the courthouse by participating in the calling of the roll in accordance with the steps described below.***

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The calling of the roll takes place as follows:

- III. the day before, by sending the [Request for a hearing in civil matters form](#),<sup>1</sup> which is **mandatory** for uncontested applications and **optional** for contested applications to the email address [cour-pratique.216@justice.gouv.qc.ca](mailto:cour-pratique.216@justice.gouv.qc.ca) (...) **between 8:00 a.m. and 12:30 p.m. on the last working day before the date of presentation;**

or

- IV. the same day, virtually, using Teams, in accordance with the [Instructions](#) issued for the virtual calling of the roll in Courtroom 2.16, (...) **if no form has been received or the special clerk has invited you to participate.**

**THE SPECIAL CLERK HAS THE DISCRETION DURING THE VIRTUAL CALLING OF THE ROLL NOT TO HEAR ANY APPLICATION THAT COULD HAVE BEEN DEALT WITH BY SENDING THE MANDATORY FORM AND TO POSTPONE IT WITHOUT A SET DATE (SINE DIE).**

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<sup>1</sup> This form must be used both for matters within the judge's jurisdiction and for those within the special clerk's jurisdiction.