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| **CANADA**  **PROVINCE OF QUÉBEC**  **DISTRICT OF LAVAL**  **No : 540-\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** | **SUPERIOR COURT**  **(Civil Division)** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Applicant  v.  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Defendant |
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NOTICE OF PRÉSENTATION

CIVIL PRACTICE (ROOM 2.02)

*(Identification of the relevant procedural act and articles of the C.C.P. or C.C.Q.)*

Recipients :

**1. PRÉSENTATION OF THE APPLICATION**

**TAKE NOTICE** that the application will be presented in the Civil Practice Division of the Superior Court in room 2.02 of the Laval Courthouse (2800 Saint-Martin Blvd. West, Laval, Quebec), on \_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_\_, at 9:00 a.m., or as soon as counsel can be heard.

**2. HOW TO JOIN THE REMOTE PRACTICE ROLL CALL**

The contact details to join the remote practice roll call of Room 2.02 are as follows :

1. **by Teams :** by clicking on the link corresponding to room 2.02 available [HERE](https://teams.microsoft.com/dl/launcher/launcher.html?url=%2F_%23%2Fl%2Fmeetup-join%2F19%3Ameeting_ZDM2MDI5NGQtYzhhYS00YzM0LTg4NDQtMjg3MTlmYWMzZGI4%40thread.v2%2F0%3Fcontext%3D%257b%2522Tid%2522%253a%25223f6dec78-7ded-4395-975c-6edbb7d10b16%2522%252c%2522Oid%2522%253a%2522e3dc8cb9-a1d3-4260-be32-022571c1c937%2522%257d%26anon%3Dtrue&type=meetup-join&deeplinkId=7401ec27-a749-4e2e-ab2b-5cc39de81c12&directDl=true&msLaunch=true&enableMobilePage=true&suppressPrompt=true)[[1]](#footnote-1) or using the following link (URL): **https://url.justice.gouv.qc.ca/JEI60M** (click on hyperlink or copy the URL address into your computer's search browser).

You will then have to enter your name and click on "Join now". In order to facilitate the process and the identification of participants, we invite you to enter your name as follows:

The lawyers: Me First name, Last name (the name of the represented party)

Parties not represented by lawyer: First name, Last name (specify: plaintiff, defendant or other)

For people attending a public hearing: only enter the words "public"

1. **by telephone :**

Toll-free (Canada): **1-833-450-1741**

Local telephone number (charges will apply): **450-328-4032**

Conference number: **660 112 209#**

1. **by vidéoconférence** : [**teams@teams.justice.gouv.qc.ca**](mailto:teams@teams.justice.gouv.qc.ca)

ID of the VTC conference: 1173363028

1. **in person**, if and only if you do not have access to the other means above.

**3. FAILURE TO ATTEND THE PRACTICE ROLL CALL**

**TAKE NOTICE** that if you do not attend the practice roll call, a judgment may be rendered against you when the application is presented, without further notice or delay.

**4. OBLIGATIONS**

4.1 Cooperation

**TAKE NOTICE** that you are duty-bound to co-operate with the other party and, in particular, to keep one another informed at all times of the facts and particulars conducive to a fair debate and make sure that relevant evidence is preserved (art. 20 *Code of civil procedure*).

4.2 Dispute prevention and resolution processes

**TAKE NOTICE** that, before referring your dispute to the courts, you must consider private prevention and resolution processes, which include negotiation, mediation and arbitration, in which the parties call on a third person to assist them (arts.1 and 2 *Code of civil procedure*)

**DO GOVERN YOURSELF ACCORDINGLY.**

Laval, this\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 20\_\_\_\_\_\_.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
Me   
Counsel for \_\_\_\_\_\_\_\_\_\_\_\_\_\_  
email :   
Telephone. :

1. The TEAMS Links to reach the courtrooms of the Laval Courthouse in commercial, civil and family matters are published under the heading “Virtual Hearings” available on the Superior Court website at the following address: <https://coursuperieureduquebec.ca/en/roles-of-the-court/virtual-hearings> and on the website of the Barreau de Laval (at Schedule 8 of the Directives) at the following address: https://barreaudelaval.qc.ca/covid-19-directives-generales-2/ [↑](#footnote-ref-1)