

## Court of Appeal of Alberta

### Judgment/Order – Mandatory Requirements and Check/Return Form

(NOTE: This form contains only minimum requirements and should not be relied upon as a comprehensive resource. Filing of a document does not confirm compliance with all aspects of the Rules of Court. For a complete list of all document requirements, please consult the [Rules of Court](#).)

#### A. Content

Precedents for a judgment and order can be found at [www.albertacourts.ab.ca](http://www.albertacourts.ab.ca) under Court of Appeal > Registry > Filing, Fees and Forms.

**The judgment or order has not been filed and is being returned for correction** because it does not contain the following information:

- the Court of Appeal file number
- a style of cause that matches that on the notice of appeal; any order, fiat or direction amending the style of cause; or the written Reasons for Decision, Memorandum of Judgment or Reasons for Judgment Reserved.

#### B. Form (Rule 9.1)

**The judgment or order has not been filed and is being returned for correction** because it does not include:

- the date on which it was pronounced (if the decision was reserved, the date that the written reasons were filed is the date of pronouncement)
- the location at which it was pronounced
- the name(s) of the judge(s) who granted it
- the name of the dissenting justice and the grounds in law upon which the justice dissents (applicable in criminal matters only; section 677, Criminal Code and Rule 16.36(2))

#### NOTES:

[Click here to enter any additional notes.](#)

Completed by: Select name from list

Date: Select the date

#### C. Signature(s) Required (Rule 9.4)

**The judgment or order has not been filed and is being returned for correction** because it does not contain the signatures of all parties who attended the hearing.

Exception: Unless otherwise directed, where the Attorney General prepares the judgment or order, and the other party is self-represented, the approval of the other party is not required.

(If all parties do not approve or object to a draft order or judgment within 10 days of service, a request to file the order or judgment in the absence of all signatures may be made to the case management officer provided proof of service is established.)

#### D. Time to Enter Judgments and Orders (Rule 9.5(2))

**The judgment or order has not been filed and is being returned for correction** because it has been more than 3 months since it was pronounced and a fiat is required before it can be filed. (A letter addressed to the case management officer (and copied to all other parties) should be provided explaining the delay.)