



## CENTRAL REGION

### Criminal Practice Note re: Bringing Forward Informations

---

**Effective: March 1, 2023**

#### **Background**

From time-to-time it is necessary for litigants in criminal proceedings to 'bring forward' an information scheduled for trial, preliminary inquiry, etc. to an earlier date in order to address an interlocutory issue. The most common issue addressed in this fashion is a request that a trial, preliminary inquiry, etc. be adjourned. Hearing an interlocutory issue at an early date ('bringing it forward') promotes efficient use of trial time and avoids inconvenience to witnesses, the accused, counsel, and the court.

A practice has developed whereby all requests to bring a matter forward are either initiated by the Attorney General or facilitated by him. The accused was required to ask that Crown Counsel contact the Clerk of the Court and arrange to have an information brought forward to a mutually agreeable date in order for the interlocutory issue to be addressed.

All requests to have a matter brought forward must be made on notice to the opposing party. Notice can be given in a variety of ways.

#### **Procedure**

Commencing March 1, 2023, either the Attorney General or the accused may request that the Clerk of the Court bring an information forward to an earlier date in order for the parties to address an interlocutory issue. The application will be permitted only if 48 hours notice has been given to the opposing party (and all co-accused) as well as 48 hours notice in writing has been given to the Clerk of the Court. At a minimum, notice to the Clerk of the Court must include:

- (a) The accused's full name and the name of counsel acting for him/her (if any);
- (b) The names of any co-accused and the names of counsel acting for them (if any);

- (c) The docket number(s) relating to any information(s) to be addressed;
- (d) The date the matter is currently scheduled;
- (e) The date on and time at which the information is to be brought forward;
- (f) The interlocutory issue to be addressed and any associated reasons; and
- (g) The name and status (i.e. Crown Prosecutor, Defence counsel, legal assistant, etc.) of the person(s) to whom notice was given, the date and time of that notice and confirmation that the information referenced in items (a) to (f) formed part of the notice.

A form to facilitate requests to 'bring forward' informations is appended.

Dated: March 1, 2023

As per: Assistant Chief Judge Snider  
Central Region Courts

**Request to Bring Forward an Information**

Full name of accused: \_\_\_\_\_

Counsel for accused (if any): \_\_\_\_\_

Name(s) of co-accused: \_\_\_\_\_

Defence counsel: \_\_\_\_\_

Name(s) of co-accused: \_\_\_\_\_

Defence counsel: \_\_\_\_\_

Name(s) of co-accused: \_\_\_\_\_

Defence counsel: \_\_\_\_\_

Information(s) docket number(s): \_\_\_\_\_

Provincial or Federal file: \_\_\_\_\_

Current trial/preliminary inquiry, etc. date: \_\_\_\_\_

Bring forward to (suggested date, time, and courtroom): \_\_\_\_\_

The issue to be addressed (and reason): \_\_\_\_\_

Judge's Order Required: No \_\_\_ Yes \_\_\_ Institution: \_\_\_\_\_

Notice of this request to bring forward an information and the accompanying application has been provided to the Provincial Crown, Red Deer ACPS office via email to [JSG-ACPS.Red-Deer@gov.ab.ca](mailto:JSG-ACPS.Red-Deer@gov.ab.ca) on \_\_\_\_\_ [insert date and time] \_\_\_\_\_

Notice of this request to bring forward an information and the accompanying application has been provided to the Federal Crown, Red Deer PPSC office via email to [brandy@prairieroselaw.ca](mailto:brandy@prairieroselaw.ca) on \_\_\_\_\_ [insert date and time] \_\_\_\_\_

Notice was given to: \_\_\_\_\_ [insert name and status] \_\_\_\_\_ on \_\_\_\_\_ [insert date and time] \_\_\_\_\_

Notice was given to: \_\_\_\_\_ [insert name and status] \_\_\_\_\_ on \_\_\_\_\_ [insert date and time] \_\_\_\_\_

Notice was given to: \_\_\_\_\_ [insert name and status] \_\_\_\_\_ on \_\_\_\_\_ [insert date and time] \_\_\_\_\_

Notice was given to: \_\_\_\_\_ [insert name and status] \_\_\_\_\_ on \_\_\_\_\_ [insert date and time] \_\_\_\_\_

Notice was given by: \_\_\_\_\_ (letter/email attached); (other-describe) \_\_\_\_\_