

Case No.: Insert Case Number

Case Name: Insert Case Name

## Provincial Court of Alberta

### Edmonton Region

#### Form 2 – Response to Applications Mandatory Requirements Checklist\* To be completed by the Respondent

##### A. Requirements (Rule 2.3)

Form 2 is the prescribed form for responding to an application

**The Form contains the following basic information:** (2.3(1))

- the Case Number
- the Case Name
- the Trial Date, or
- the Date Specifically Booked for the Application

**The Form contains the following substantive information:**

- A detailed statement of any dispute with respect to the facts as cited by the applicant. (2.3(2)(a));
- A statement of response to the application (2.3(2)(b));
- A response to the relief sought by the applicant (2.3(2)(c))
- The legal citations of cases relied on in response to the application. (2.3(2)(d))
- The legal citations include paragraph numbers for the portions of the cases relied on in support of the application (2.3(2)(d))
- Indicate that the consent of the other party has been obtained for filing supporting materials at a time less than 30 days prior to the hearing of the application. (2.4(1))
- Where a transcript has been ordered but is not included, the date that the transcript was ordered AND the date when it is expected to be available. (2.4(4))

**The Form does not require a separate court order to permit filing of the response to be filed other than 15 days after service of Form 1 where consent is not obtained.** (2.4(5))

Respondent: \_\_\_\_\_

Date: \_\_\_\_\_

\*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.) The information in brackets is the applicable Rule.