CANADA COURT OF QUÉBEC

Province of Québec (Civil Division)

District:

Locality:

File No.:

 Plaintiff

 v.

 Defendant

 and

**TRIAL READINESS FORM**

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| **PRELIMINARIES** |
| This trial readiness form is made on the initiative of:[ ]  the Plaintiff:      [ ]  the Defendant:      [ ]        (identify the party):       Its content has been discussed with all parties to the dispute: [ ]  Yes[ ]  No, for the following reasons:       |

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| **1.** | **CONTACT INFORMATION OF PARTIES AND LAWYERS** |
| **Plaintiff** | **Lawyer responsible** |
| Name:      Address:      Telephone:      Fax:      Email:       | Name:      Firm:      Address:      Telephone:      Fax:      Email:       |
| **Defendant** | **Lawyer responsible** |
| Name:      Address:      Telephone:      Fax:      Email:       | Name:      Firm:      Address:      Telephone:      Fax:      Email:       |
|       | **Lawyer responsible** |
| Name:      Address:      Telephone:      Fax:      Email:       | Name:      Firm:      Address:      Telephone:      Fax:      Email:       |

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| **2.** | **DISPUTE** |
| **Principal application** |
| Nature:       |
| Value of the subject matter of the dispute:       |
| **Cross-application** | [ ]  YES | [ ]  NO |
| Nature:      Value of the subject matter of the dispute:       |
| **Recourse(s) in warranty** | [ ]  YES | [ ]  NO |
| **Intervention(s)** | [ ]  YES  | [ ]  NO  |
| **Issues in dispute** |
|       |
| **List of the facts that are admitted** |
|       |
| **List of the points to be determined by experts** |
|       |

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| **3.** | **EXHIBITS AND EVIDENCE** |
| **THE PLAINTIFF** (check the boxes below that apply to the documents relevant as evidence) |
| **[ ]**  | Declares that it has enclosed with this declaration a complete list of the exhibits sent by it(art. 248, para. 1 C.C.P.); |
| **[ ]**  | Declares that it has filed in the record the affidavits in lieu of testimony of the following persons(art. 292 C.C.P.): |
| * Affiant:
* Date of affidavit:
 | * Affiant:
* Date of affidavit:
 |
| **[ ]**  | Declares that it has filed in the record the transcript of the examinations (oral or written) of the following persons in order to use them at trial (art. 224 et 227 C.C.P.): |
| * Witness:
* Date of examination:
 | * Witness:
* Date of examination:
 |
| **[ ]**  | Declares that it has filed in the record the following expert reports in order to use them at trial (art. 239 C.C.P.): |
| * Name:
* Field of expertise:
* Date:
* No.:
 | * Name:
* Field of expertise:
* Date:
* No.:
 |
| **THE DEFENDANT** (check the boxes below that apply to the documents relevant as evidence) |
| **[ ]**  | Declares that it has enclosed with this declaration a complete list of the exhibits sent by it(art. 248, para. 1 C.C.P.); |
| **[ ]**  | Declares that it has filed in the record the affidavits in lieu of testimony of the following persons(art. 292 C.C.P.): |
| * Affiant:
* Date of affidavit:
 | * Affiant:
* Date of affidavit:
 |
| **[ ]**  | Declares that it has filed in the record the transcript of the examinations (oral or written) of the following persons in order to use them at trial (art. 224 et 227 C.C.P.): |
| * Witness:
* Date of examination:
 | * Witness:
* Date of examination:
 |
| **[ ]**  | Declares that it has filed in the record the following expert reports in order to use them at trial (art. 239 C.C.P.): |
| * Name:
* Field of expertise:
* Date:
* No.:
 | * Name:
* Field of expertise:
* Date:
* No.:
 |
|  (check the boxes below that apply to the documents relevant as evidence): |
| **[ ]**  | Declares that it has enclosed with this declaration a complete list of the exhibits sent by it(art. 248, para. 1 C.C.P.); |
| **[ ]**  | Declares that it has filed in the record the affidavits in lieu of testimony of the following persons(art. 292 C.C.P.): |
| * Affiant:
* Date of affidavit:
 | * Affiant:
* Date of affidavit:
 |
| **[ ]**  | Declares that it has filed in the record the transcript of the examinations (oral or written) of the following persons in order to use them at trial (art. 224 et 227 C.C.P.): |
| * Witness:
* Date of examination:
 | * Witness:
* Date of examination:
 |
| **[ ]**  | Declares that it has filed in the record the following expert reports in order to use them at trial (art. 239 C.C.P.): |
| * Name:
* Field of expertise:
* Date:
* No.:
 | * Name:
* Field of expertise:
* Date:
* No.:
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| **3.1**  | **POSITION OF THE PARTIES REGARDING EXHIBITS DISCLOSED** |
| **PLAINTIFF’S EXHIBITS** |
| **NO.** | **DESCRIPTION** | **ADMISSION**  | **ADMISSION**  | **NO ADMISSION**  |
| Origin, integrity and content | Origin and integrity only(content denied) | Witness necessary for filing |
|       |       |       |       |       |
|       |       |       |       |       |
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| **DEFENDANT’S EXHIBITS** |
| **NO.** | **DESCRIPTION** | **ADMISSION**  | **ADMISSION**  | **NO ADMISSION** |
| Origin, integrity and content | Origin and integrity only(content denied) | Witness necessary for filing |
|       |       |       |       |       |
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| **’S EXHIBITS**  |
| **NO.** | **DESCRIPTION** | **ADMISSION** | **ADMISSION** | **NO ADMISSION** |
| Origin, integrity and content | Origin and integrity only(content denied) | Witness necessary for filing |
|       |       |       |       |       |
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| **4** | **TRIAL** |
| **4.1** | **LIST OF ORDINARY WITNESSES** |
| Please estimate as accurately as possible the duration of testimonies, including cross-examinations. |
| **PLAINTIFF’S WITNESSES** |
| NAME / OBJECT OF THE TESTIMONY | LANGUAGE | DURATION EXAMINATION | DURATION CROSS-EXAMINATION | TOTAL DURATION |
|       | [ ]  F [ ]  E |       |       |       |
|       | [ ]  F [ ]  E |       |       |       |
|       | [ ]  F [ ]  E |       |       |       |
|       | [ ]  F [ ]  E |       |       |       |
| Total duration of the Plaintiff’s evidence (1 day = 5 hours)        days       hours |
| Where applicable, explain why the identity of certain witnesses must be concealed (the estimated duration of examinations and cross-examinations must still be indicated above):       |
| **DEFENDANT’S WITNESSES** |
| NAME / OBJECT OF THE TESTIMONY | LANGUAGE | DURATION EXAMINATION | DURATION CROSS-EXAMINATION | TOTAL DURATION |
|       | [ ]  F [ ]  E |       |       |       |
|       | [ ]  F [ ]  E |       |       |       |
|       | [ ]  F [ ]  E |       |       |       |
|       | [ ]  F [ ]  E |       |       |       |
| Total duration of the Defendant’s evidence (1 day = 5 hours)        days       hours |
| Where applicable, explain why the identity of certain witnesses must be concealed (the estimated duration of examinations and cross-examinations must still be indicated above):       |
| **’S WITNESSES**  |
| NAME / OBJECT OF THE TESTIMONY | LANGUAGE | DURATION EXAMINATION | DURATION CROSS-EXAMINATION | TOTAL DURATION |
|       | [ ]  F [ ]  E |       |       |       |
|       | [ ]  F [ ]  E |       |       |       |
|       | [ ]  F [ ]  E |       |       |       |
|       | [ ]  F [ ]  E |       |       |       |
| Total duration of ’s evidence (1 day = 5 hours)        days       hours |
| Where applicable, explain why the identity of certain witnesses must be concealed (the estimated duration of examinations and cross-examinations must still be indicated above):       |

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| **4.2** | **EXPERT EVIDENCE** |
| Please estimate as accurately as possible the duration of testimonies, including cross-examinations. |
| **JOINT EXPERT** |
| NAME | FIELD | LANGUAGE |
|       |       | [ ] French |
| [ ] English |
| **[ ]**  | Although the expert report stands in lieu of the expert’s testimony, the expert is expected to be examined in order to obtain clarifications on the following subject matters in the report (arts. 293, 294 C.C.P.). |
| Explain:      |
| EXPECTED DURATION FOR THE JOINT EXPERT’S EVIDENCE | DURATION EXAMINATION BY THE PLAINTIFF | DURATION EXAMINATIONBY THE DEFENDANT | DURATION EXAMINATION BY      (identify the party) | TOTAL DURATION |
|       |       |       |       |
| **PLAINTIFF’S EXPERT** |
| NAME | FIELD | LANGUAGE |
|       |       | [ ] French |
| [ ] English |
| **ADMISSION OF THE EXPERT’S QUALIFICATION**  |
| By the Defendant  [ ]  YES [ ]  NOBy       (identify the party) [ ]  YES [ ]  NOIf the expert’s qualification is contested, explain why:      |
| **[ ]**  | Although the expert report stands in lieu of the expert’s testimony, the expert is expected to be examined in order to obtain clarifications on the following subject matters in the report (arts. 293, 294 C.C.P.). |
| Explain:      |
| **[ ]**  | The expert is expected to be cross-examined (art. 294 C.C.P.): |
| [ ] by the Defendant[ ] by       (identify the party) |
| EXPECTED DURATION FOR THE PLAINTIFF’S EXPERT EVIDENCE | DURATION EXAMINATION | DURATION CROSS-EXAMINATION | TOTAL DURATION |
|       |       |       |
| **DEFENDANT’S EXPERT** |
| NAME | FIELD | LANGUAGE |
|       |       | [ ] French |
| [ ] English |
| **ADMISSION OF THE EXPERT’S QUALIFICATION**  |
| By the Plaintiff  [ ]  YES [ ]  NOBy       (identify the party) [ ]  YES [ ]  NOIf the expert’s qualification is contested, explain why:      |
| **[ ]**  | Although the expert report stands in lieu of the expert’s testimony, the expert is expected to be examined in order to obtain clarifications on the following subject matters in the report (arts. 293, 294 C.C.P.). |
| Explain:      |
| **[ ]**  | The expert is expected to be cross-examined (art. 294 C.C.P.): |
| [ ] by the Plaintiff[ ] by       (identify the party) |
| EXPECTED DURATION FOR THE DEFENDANT’S EXPERT EVIDENCE | DURATION EXAMINATION | DURATION CROSS-EXAMINATION | TOTAL DURATION |
|       |       |       |
| **’S EXPERT**  |
| NAME | FIELD | LANGUAGE |
|       |       | [ ] French |
| [ ] English |
| **ADMISSION OF THE EXPERT’S QUALIFICATION**  |
| By the Plaintiff  [ ]  YES [ ]  NOBy the Defendant  [ ]  YES [ ]  NOIf the expert’s qualification is contested, explain why:      |
| **[ ]**  | Although the expert report stands in lieu of the expert’s testimony, the expert is expected to be examined in order to obtain clarifications on the following subject matters in the report (arts. 293, 294 C.C.P.). |
| Explain:      |
| **[ ]**  | The expert is expected to be cross-examined (art. 294 C.C.P.): |
| [ ] by the Plaintiff[ ] by the Defendant |
| EXPECTED DURATION FOR THE      ’S EXPERT EVIDENCE | DURATION EXAMINATION | DURATION CROSS-EXAMINATION | TOTAL DURATION |
|       |       |       |

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| **4.3** | **SUMMARY OF THE TRIAL** |
| **PLAINTIFF’S EVIDENCE**  |
| Total duration ordinary witnesses  |       days       hours |
| Total duration expert evidence |       days       hours |
| Duration arguments |       days       hours |
| **Total duration of the Plaintiff’s evidence**  |       days       hours |
| **THE DEFENDANT’S EVIDENCE** |
| Total duration ordinary witnesses  |       days       hours |
| Total duration expert evidence |       days       hours |
| Duration arguments |       days       hours |
| **Total duration of the Defendant’s evidence**  |       days       hours |
| **’S EVIDENCE**  |
| Total duration ordinary witnesses  |       days       hours |
| Total duration expert evidence |       days       hours |
| Duration arguments |       days       hours |
| **Total duration of** **’s evidence**  |       days       hours |
| **TOTAL DURATION OF THE TRIAL** | **days** **hours** |

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| **4.4.** | **SERVICES REQUIRED DURING THE TRIAL** |
| **[ ]**  | **The services of an interpreter are required for testimony by the following witness(es):**     The party requiring the services of an interpreter is responsible for retaining the interpreter’s services and paying the fees for those services. |
| **[ ]**  | **The following technological means are required during the trial:**     A party wishing to use technological means is responsible for obtaining the court’s authorization (if required) and must also ensure the availability of those means and bear the costs thereof. A party wishing to administer evidence by technological means, especially if an internet connection is required, is responsible for coordinating the process. |

On       On

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| Plaintiffor |  | Defendantor |
| **Mtre** Plaintiff’s lawyer(s) |  | **Mtre** Defendant’s lawyer(s) |
| (Firm name)(Address)(City, province and postal code)Telephone:      Fax:      Email:       |  | (Firm name)(Address)(City, province and postal code)Telephone:      Fax:      Email:       |

On       On

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|       or |  |       or |
| **Mtre**Lawyer(s)  |  | **Mtre**Lawyer(s)  |

(Firm name) (Firm name)

(Address) (Address)

(City, province and postal code) (City, province and postal code)

Telephone:       Telephone:

Fax:       Fax:

Email:       Email: