

Court File Number

(Name of court)

at Court office address

Form 17C: Settlement Conference Brief - General

Name of party filing this brief

[Empty box for name of party]

Date of settlement conference

[Empty box for date]

Applicant(s)

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

[Empty box for applicant details]

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

[Empty box for lawyer details]

Respondent(s)

Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

[Empty box for respondent details]

Lawyer's name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any).

[Empty box for lawyer details]

Name & address of Children's Lawyer's agent (street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any)) and name of person represented.

[Empty box for Children's Lawyer's agent]

PART 1: FAMILY FACTS

1. APPLICANT: Age: Birthdate: (d, m, y)

2. RESPONDENT: Age: Birthdate: (d, m, y)

3. RELATIONSHIP DATES:

Married on (date)

Separated on (date)

Started living together on (date)

Never lived together

Other (Explain.)

4. The basic information about the child(ren) is as follows:

Child's full legal name	Age	Birthdate <i>(d, m, y)</i>	Grade/Year and school	Now living with

**PART 2: ISSUES**

*If you want to refer to anything else that is not in the continuing record and that does not need to be in the continuing record, you must attach it to this brief. In particular, attach any valuations or experts' reports that are not in the record.*

*If you want to refer to a report or document that has already been filed in the continuing record, just give the page number(s) or tab number of that document in the continuing record.*

*If you are updating a document that is already in the continuing record, you must file the updated document in the continuing record and then refer to it by the page number(s) or tab numbers of that update in the continuing record.*

5. What are the issues in this case that **HAVE** been settled:

- |                                |                   |                                     |
|--------------------------------|-------------------|-------------------------------------|
| decision-making responsibility | spousal support   | possession of home                  |
| parenting time                 | child support     | ownership of property               |
| contact                        | restraining order | equalization of net family property |
| other <i>(Specify.)</i> .....  |                   |                                     |

6. What are the issues in this case that have **NOT** yet been settled:

- |                                |                   |   |
|--------------------------------|-------------------|---|
| decision-making responsibility | spousal support   | possession of home                                      |
| parenting time                 | child support     | ownership of property                                   |
| contact                        | restraining order | equalization of net family property                     |
| other <i>(Specify.)</i> .....  |                   | <i>(Attach Form 13B: Net Family Property Statement)</i> |

7. If child or spousal support is an issue, give the income of the parties:

Applicant: \$ ..... per year for the year .....

Respondent: \$ ..... per year for the year .....

8. What are the issues for this settlement conference? What are the important facts for this settlement conference?

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9. Do you want the court to make a temporary or final order about any of these issues at the settlement conference?

No Yes. (Give details.)

10. Have any of these issues that have been settled been turned into a court order or a written agreement?

No
Yes an order dated
a written agreement that is attached.

11. Are any of the issues in this case urgent?

No. Yes. (Identify the issues and give details of why the issues are urgent.)

PART 3: PROCEDURAL MATTERS

12. If there is a parenting assessment in this case, is it finished?

Yes. (If it is not already filed in the continuing record, file it now. Give the tab/page number(s) of the assessment: )

No. (Explain why the assessment is not ready.)

13. Are there issues that may require expert evidence or a report?

No. Yes. (If yes, provide details such as: the type of expert evidence; whether the parties will be retaining a joint expert; who the expert will be; who will be paying the expert; how long it will take to obtain a report, etc.)

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14. Have all of the reports you intend to rely on been provided to all of the parties and the Children’s Lawyer (if involved)?  
No. Yes.  
If not, when will they be provided?

15. If the Children’s Lawyer is involved in this case, has the Children’s Lawyer told the parties what its position is on the issues involving the children?  
Yes. (*What is the Children’s Lawyer’s position? Explain below.*)  
No. (*Explain below.*)

16. Have the parties finished the disclosing of documents and the questioning of witnesses?  
Yes. No. (*State what has not been done.*)

17. Are there any further procedural orders needed in this case?  
No. Yes. (*Explain.*)

18. I estimate that the trial time needed for my part of this trial is \_\_\_\_\_ days; the other side’s part of this trial is \_\_\_\_\_ days.

PART 4: OFFER TO SETTLE

19. The following is my offer to settle the outstanding issues in this case:

offer to settle all issues

offer to settle some of the issues

NOTE: If you have already made an offer and it is still open for acceptance, attach a copy to this brief. If you have not made an offer to settle, you must make one here. If you do not have enough information about all the issues, make a partial offer on those issues for which you do have enough information. The other side can accept your offer. And if the other side does accept it, the accepted offer becomes a binding contract and can be turned into a court order that can be enforced against you. The other side can make a counter-offer. In your offer for child support, give detailed calculations for any claim for special expenses or for undue hardship. If your offer deals with spousal support, it will be helpful to your case if you attach detailed calculations showing the effect of income tax on any proposed support order.

Put a line through any space left on this page. If additional space is needed, extra pages may be attached.

Date of party's signature

Signature of party

Date of lawyer's signature

Signature of party's lawyer