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| *ONTARIO* | | | | | | | | |  | | | | | | | | | | | | | |
| **Superior Court of Justice** | | | | | | | | | | Request to Change Attendance Method | | | | | | | | | | | | |
|  | | | | | | | | Form 1B Ont. Reg. No*.* 258/98 | | | | | | | | | | | | | | |
|  | | | | | | | |  | | | | | | |  | |  | | | | | |
|  | | | | | | | | Small Claims Court | | | | | | |  | | Claim No. | | | | | |
|  | | | | | | | |  | | | | | | |  | |  | | | | | |
|  | | | | | | | | Address | | | | | | |  | |  | | | | | |
|  | | | | | | | |  | | | | | | |  | |  | | | | | |
|  | | | | | | | | Phone number | | | | | | |  | |  | | | | | |
| **BETWEEN** | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | |
| Plaintiff(s) | | | | | | | | | | | | | | | | | | | | | | |
| **and** | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | |
| Defendant(s) | | | | | | | | | | | | | | | | | | | | | | |
| **TO THE CLERK OF THE** | | | | | |  | | | | | | | | | | | | **SMALL CLAIMS COURT:** | | | | |
|  | | | | | | (Name of Small Claims Court location) | | | | | | | | | | | |  | | | | |
| **My name is** | | |  | | | | | | | | | | | | | | | | | | | |
|  | | | (Name of requesting person) | | | | | | | | | | | | | | | | | | | |
| **I am a** |  | | | | | | | | | | | **in this case.** | | | | | | | | | | |
|  | (Indicate plaintiff, defendant, or representative) | | | | | | | | | | |  | | | | | | | | | | |
| **The Court has scheduled a** | | | | | | |  | | | | | | | **on** | |  | | | , 20 | |  | . |
|  | | | | | | | (Hearing type, e.g. trial, motion, etc.) | | | | | | |  | | (Date of hearing) | | | | | | |
| **Check applicable box(es) below to make the request:** | | | | | | | | | | | | | | | | | | | | | | |
| ***For  me*** | |  | | I request permission to attend the hearing: | | | | | | | | | | | | | | | | | | |
|  | |  | |  | in person. | | | | | | | | | | | | | | | | | |
|  | |  | |  | by video conference. | | | | | | | | | | | | | | | | | |
|  | |  | |  | by telephone conference (only available for settlement conferences, trial management conferences, terms of payment hearings and motions). | | | | | | | | | | | | | | | | | |
| ***For  others*** | |  | | I request permission for | | | | | | |  | | | | | | | | | , who is a | | |
|  | |  | |  | | | | | | | (Name of person) | | | | | | | | |  | | |
|  | |  | |  | | | | | | | | | , to attend the hearing: | | | | | | | | | |
|  | |  | | (Indicate plaintiff, defendant, representative, or witness) | | | | | | | | |  | | | | | | | | | |
|  | |  | |  | in person. | | | | | | | | | | | | | | | | | |
|  | |  | |  | by video conference. | | | | | | | | | | | | | | | | | |
|  | |  | |  | by telephone conference (only available for settlement conferences, trial management conferences and motions). | | | | | | | | | | | | | | | | | |
|  | |  | | I request permission for | | | | | | |  | | | | | | | | | , who is a | | |
|  | |  | |  | | | | | | | (Name of person) | | | | | | | | |  | | |
|  | |  | |  | | | | | | | | | , to attend the hearing: | | | | | | | | | |
|  | |  | | (Indicate plaintiff, defendant, representative, or witness) | | | | | | | | |  | | | | | | | | | |
|  | |  | |  | in person. | | | | | | | | | | | | | | | | | |
|  | |  | |  | by video conference. | | | | | | | | | | | | | | | | | |
|  | |  | |  | by telephone conference (only available for settlement conferences, trial management conferences and motions). | | | | | | | | | | | | | | | | | |
|  | | ***Add an additional page if the request is being made on behalf of more people.*** | | | | | | | | | | | | | | | | | | | | |

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **FORM 1B** | | | | | **PAGE 2** | | | | | | | | | |  | |
|  | | | | |  | | | | | | | | | | Claim No. | |
| **Check, if applicable:** | | | | |  | All parties have consented to this request. | | | | | | | | | | |
| Explain why this request is being made: | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
|  | | | | | | | , 20 | |  | |  | |  | | | |
|  | | | | | | |  | |  | |  | | (Signature of party or representative) | | | |
| **NOTE:** | | | You must serve this form on all other parties, then file it at least 30 days before the hearing date. | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| **NOTE:** | | | Other parties will have an opportunity to object to this request [in Form 1C (Objection to Request to Change Attendance Method)] within 7 days of receiving this request. The Court may:   * decide to grant or deny this request, or * direct a different hearing method for the hearing. | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| **DISPOSITION:** | | | *(The judge will complete this section.)* | | | | | | | | | | | | | |
| Order to go as follows: | | | | | | | | | | | | | | | | |
|  |  | | | | | | | | | | | | | |  | |
|  | | | | | | | , 20 | |  | |  | |  | | | |
|  | | | | | | |  | |  | |  | | (Signature of judge) | | | |

Les formules des tribunaux sont affichées en anglais et en français sur le site [www.ontariocourtforms.on.ca](http://www.ontariocourtforms.on.ca). Visitez ce site pour des renseignements sur des formats accessibles.