**Court of King's Bench of Alberta**

**Response to Request for Appointment of a Case Management Justice   
[under Rule 4.12(1)]**

**INSTRUCTIONS FOR COMPLETING THIS FORM:**

**Use this form to respond to a Request for Appointment of a Case Management Justice under Rule 4.12(1) of the *Alberta Rules of Court*.**

**If the Court appoints a Case Management Justice, he or she will have broad authority over your case and will hear all applications in your case unless the Chief Justice, Associate Chief Justice or Case Management Justice direct otherwise.**

**If you have not already had a trial in your case, your Case Management Justice will not be your Trial Justice unless all parties and the Case Management Justice agree otherwise.**

**Click** [**here**](http://www.qp.alberta.ca/documents/Regs/2010_124.pdf) **to learn more about case management by reading Rules 4.12 – 4.15 of the *Alberta Rules of Court*.**

**The party who completed the Request for Appointment of a Case Management Justice is the “Applicant” and all other parties are “Respondents” for the purpose of this form.**

**As a Respondent, you have the right to respond before the Court considers the Applicant’s request to appoint a Case Management Justice to your case. To respond, you must complete this form and you must do so whether you agree with or object to the request for a Case Management Justice.**

**If you do not submit this form to the Court and serve a copy of it on all of the other parties in your case within 20 days after you receive the Request for Appointment of a Case Management Justice, the Court may decide whether or not a Case Management Justice should be appointed to your case without your side being heard.**

**Answer the following questions:**

1. Judicial Centre: Click here to select
2. Style of Cause:

(Full Name of Party/Parties v. Full Name of Party/Parties)

1. Court of King’s Bench Action Number(s):

(List all related actions)

1. Full name of party completing this form:
2. Are you represented by a lawyer? Yes or No

If No:

|  |  |
| --- | --- |
| Your Current Mailing Address |  |
| Your Current Telephone Number |  |
| Your Current E-Mail Address |  |

If Yes:

Are you a lawyer completing this form on behalf of the Respondent?  
Yes or No

If No:

**If you are represented by a lawyer, your lawyer must complete and submit this form on your behalf.**

If Yes:

|  |  |
| --- | --- |
| Lawyer’s Name |  |
| Lawyer’s Current Mailing Address |  |
| Lawyer’s Current Telephone Number |  |
| Lawyer’s Current E-Mail Address |  |

1. Name and current contact information of the Applicant:

(If the Applicant is not represented by a lawyer, provide the Applicant’s mailing address, telephone number and e-mail address. If the Applicant is represented by a lawyer, provide their lawyer’s mailing address, telephone number and email address.)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Full Name of Applicant | Is the Applicant represented by a lawyer? | Name of Lawyer (if represented) | Current  Mailing Address | Current Telephone Number | Current E-Mail Address |
|  | Yes No |  |  |  |  |

1. Do you agree with the Applicant’s request to appoint a Case Management Justice to your case? Yes or No

If Yes:

**You do not have to answer any more questions.**

If No:

Why do you disagree with the Applicant’s request to appoint a Case Management Justice to your case? (Check all that apply):

☐ It is premature or unnecessary to require the parties to have a Case Management Justice;

It is impractical or unfair to require the parties to comply with the requirements of case management under Rules 4.12 – 4.15;

**Click** [**here**](http://www.qp.alberta.ca/documents/Regs/2010_124.pdf) **to learn more about case management by reading Rules 4.12 – 4.15 of the *Alberta Rules of Court*.**

There is an urgent matter pending in this case that must be heard by the Court without further delay;

The requirements of case management are or might be dangerous to someone’s health or safety;

This case was previously case managed by a Case Management Justice and there is nothing new to suggest that a return to case management will help to resolve matters;

Other reason(s)

Specify:

Explain, with reference to the boxes you checked off above, why you disagree with the Applicant’s request to appoint a Case Management Justice to your case:

1. List any Justices who you believe may be disqualified from being the Case Management Justice on your case and explain why you think they may be disqualified:

|  |  |
| --- | --- |
| Name of Justice | Reason Justice May Be Disqualified |
|  |  |
|  |  |
|  |  |
|  |  |
|  |  |

1. Instead of case management, would you agree to a one-time case conference involving the parties and a representative of the Court under Rule 4.10 of the *Alberta Rules of Court*?

Yes or No

**Click** [**here**](http://www.qp.alberta.ca/documents/Regs/2010_124.pdf) **to learn more about a one-time case conference with a representative of the Court by reading Rule 4.10 of the *Alberta Rules of Court*.**

If No:

Explain why you would not agree to a one-time case conference involving the parties and a representative of the Court under Rule 4.10 of the *Alberta Rules of Court*:

1. Instead of case management, would you agree to a summary trial under Rules 7.5 – 7.11 of the *Alberta Rules of Court*?

**Click** [**here**](http://www.qp.alberta.ca/documents/Regs/2010_124.pdf) **to learn more about summary trials by reading Rules 7.5 - 7.11 of the *Alberta Rules of Court*.**

If No:

Explain why you would not agree to a summary trial under Rules 7.5 – 7.11 of the *Alberta Rules of Court*:

**DO NOT submit any documents with this form except Orders recommending that a Case Management Justice be appointed or directing the parties to ask for a Case Management Justice. The Court will ask you for additional documents if required.**

**You must submit this form as follows:**

If your case is in the **Judicial Centre of Edmonton or a Judicial Centre north of Edmonton**, to Acting Chief Justice Ken Nielsen by facsimile transmission to 780-427-0334, or by regular postal mail or courier to the following address: Edmonton Law Courts, 1A Sir Winston Churchill Square, Edmonton AB T5J 0R2.

If your case is in the **Judicial Centre of** **Red Deer or Wetaskiwin,** to Justice Marilyn Slawinsky by facsimile transmission to 403-340-7984, or by regular postal mail or courier to the following address: Court House, 4909 48 Ave., Red Deer, AB T4N 3T5. If, in her view, the assignment of a non-resident Justice is required, Justice Slawinsky will re-direct the request to the Chief Justice.

If your case is in the **Judicial Centre of** **Calgary or** **Drumheller**, to Associate Chief Justice Blair Nixon by facsimile transmission to 403-297-3819, or by regular postal mail or courier to the following address: Calgary Courts Centre, Suite 2401-N, 601 – 5 Street SW, Calgary, Alberta, T2P 5P7.

If your case is in the **Judicial Centre of Lethbridge or Medicine Hat**, to Justice Johnna Kubik, by facsimile transmission to 403-381-5128, or by regular postal mail or courier to the following address: Court House, 320 4 Street S., Lethbridge, AB T1J 1Z8. If, in his view, the assignment of a non-resident Justice is required, Justice Kubik will re-direct the request to the Associate Chief Justice.

**You must print this form and serve a copy of it on all of the other parties in your case.**

**You must immediately notify the Court of any changes to your contact information by filing your new contact information with the Court. You must also provide your new contact information to the following Court staff:**

If your case is in Calgary, to the Case Management Coordinator by facsimile transmission to 403-297-3819;

If your case is in Edmonton or Hinton, to the Case Management Coordinator by facsimile transmission to 780-427-0334;

If your case is in any other Judicial Centre, to the Trial Coordinator in that location by facsimile transmission:

Drumheller: 403-823-6073

Fort McMurray: 780-743-7135

Grande Prairie: 780-538-5493

Lethbridge: 403-381-5128

Medicine Hat: 403-529-8607

Peace River/High Level: 780-624-7101

Red Deer: 403-340-7984

St. Paul: 780-645-6273

Wetaskiwin: 780-361-1319