



Appeal No:  
Style of Cause:

## Judgment/Order – Mandatory Requirements and Check/Return Form for Electronic Documents

**Use this form only if you are filing documents electronically through [CAMS](#). If you are filing paper copies use the Appeal Record & Transcripts - Mandatory Requirements and Check/Return Form for Paper Documents.**

All documents filed electronically must adhere to the formatting requirements set out in the [Court of Appeal of Alberta Practice Direction on Electronic Filing](#). 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 Practice Direction. For a complete list of all document requirements, please consult the Practice Direction.

**For a complete and comprehensive guide to CAMS including how to format and file documents electronically, see the CAMS Manual and other resources located at <https://cams.albertacourts.ca/public-portal/?q=node/405>.**

### A. Content

Precedents for a judgment and order can be found at [www.albertacourts.ab.ca](http://www.albertacourts.ab.ca) under Court of Appeal > Registry > Filing, Fees and Forms.

- The judgment or order has not been filed and is being returned for correction because it does not contain the following information:
- the Court of Appeal file number
  - a style of cause that matches that on the notice of appeal; any order, fiat or direction amending the style of cause; or the written Reasons for Decision, Memorandum of Judgment or Reasons for Judgment Reserved.

### B. Form (Rule 9.1)

- The judgment or order has not been filed and is being returned for correction because it does not include:
- |  |  |
|--|--|
| <input type="checkbox"/> the date on which it was pronounced (if the decision was reserved, the date that the written reasons were filed is the date of pronouncement) | <input type="checkbox"/> the name of the dissenting justice and the grounds in law upon which the justice dissents (applicable in criminal matters only; section 677, Criminal Code and rule 16.36(2)) |
|--|--|

the location at which it was pronounced       the name(s) of the judge(s) who granted it

### C. Signature(s) Required (Rule 9.4)

The judgment or order has not been filed and is being returned for correction because it does not contain the signatures of all parties who attended the hearing.

Exception: Unless otherwise directed, where the Attorney General prepares the judgment or order, and the other party is self-represented, the approval of the other party is not required.

(If all parties do not approve or object to a draft order or judgment within 10 days of service, a request to file the order or judgment in the absence of all signatures may be made to the case management officer provided proof of service is established.)

### D. Time to Enter Judgments and Orders (Rule 9.5(2))

The judgment or order has not been filed and is being returned for correction because it has been more than 3 months since it was pronounced and a fiat is required before it can be filed. (A letter addressed to the case management officer (and copied to all other parties) should be provided explaining the delay.)

NOTES:

Completed by:

Date: