

# Notice to Resolve a Family Law Matter

## Form 1

Provincial Court Family Rules

Rule 10

|                |
|----------------|
| Court File No. |
| Court Location |
| Family ID      |

1. My name is \_\_\_\_\_ . My date of birth is \_\_\_\_\_ .  
(full name of party) (mmm/dd/yyyy)

My contact information is:

|                         |            |              |
|-------------------------|------------|--------------|
| Lawyer (if applicable): |            |              |
| Address:                |            |              |
| City:                   | Province:  | Postal Code: |
| Email:                  | Telephone: |              |

2. I would like help with the following family law matter(s):

*Select all options that apply*

- ☐ parenting arrangements, including parental responsibilities and parenting time
- ☐ child support
- ☐ contact with a child
- ☐ guardianship of a child
- ☐ spousal support
- ☐ property division in respect of a companion animal

3. ☐ I understand the following people must be provided a copy of the notice to resolve:

- all parents and current guardians of each child who is the subject of the family law matter
- my spouse, if I am applying for spousal support or property division in respect of a companion animal
- each other adult who the family law matter is about

They are the other party/parties in this case.

4. The other party is: \_\_\_\_\_ . Their date of birth is: \_\_\_\_\_ .  
(full name of other party) (mmm/dd/yyyy or unknown)

Their contact information, as I know it, is:

|                        |            |              |
|------------------------|------------|--------------|
| Lawyer (if applicable) |            |              |
| Address:               |            |              |
| City:                  | Province:  | Postal Code: |
| Email:                 | Telephone: |              |

*Additional party (Complete only if applicable. You may leave this section blank)*

|                            |                |              |
|----------------------------|----------------|--------------|
| Full Name:                 | Date of Birth: |              |
| <b>Contact Information</b> |                |              |
| Lawyer (if applicable):    |                |              |
| Address:                   |                |              |
| City:                      | Province:      | Postal Code: |
| Email:                     | Telephone:     |              |

### Identification of child(ren)

5. *Select only one of the options below and complete the required information*

- ☐ My family law matter is not about a child or children
- ☐ My family law matter is about the following child or children:

| Child's full name | Child's date of birth<br>(mmm/dd/yyyy) |
|-------------------|--|
|                   |  |
|                   |  |
|                   |  |
|                   |  |
|                   |  |

6. I am filing this form in the court registry:

*Select only one of the options below*

- ☐ where my existing case with the same party/parties is located  
☐ closest to where the child lives most of the time, because my case involves a child-related issue  
☐ closest to where I live, because my case does not involve a child-related issue  
☐ permitted by court order

**Existing written agreements or court orders**

7. There is an existing written agreement or court order about parenting arrangements, child support, contact with a child, guardianship of a child, spousal support, and/or property division in respect of a companion animal.  
☐ Yes ☐ No
8. There is an existing court order, agreement or plan protecting one of the parties, the child(ren), or restraining contact between the parties, including a protection order, an order, agreement or plan involving child protection services, a peace bond, restraining order, bail condition or other criminal order.  
☐ Yes ☐ No

**NOTE TO THE PARTIES:**

This Notice to Resolve a Family Law Matter has been filed with the Provincial Court of British Columbia.

Before proceeding any further with your case, each party is required to meet the early resolution requirements described in the rules.

If you do not resolve all family law matters during the early resolution process, either party can apply to the Provincial Court for a court order. If you do not participate in the early resolution process, the other party will be allowed to proceed to the Provincial Court to ask for a court order. A party must have met the early resolution requirements before they will be allowed to file an Application About a Family Law Matter or Reply to an Application About a Family Law Matter in the case.

## WHAT YOU MUST DO

1. ☐ **Contact** Family Justice Services Division to **schedule** your individual needs assessment.

[FJSD contact information]

If you have already participated in some or all of the early resolution requirements within the last year, Family Justice Services Division will confirm you have met the early resolution requirements and prepare the required documents for the court.

**NOTE:** You may be contacted by a needs assessor if someone else has filed a Notice to Resolve a Family Law Matter and named you as the other party in that document.

2. ☐ **Participate in a needs assessment**

A needs assessment is a one-on-one meeting with a needs assessor who is a neutral person trained to help people understand this process and other ways that are available to resolve their family law matter and other issues. A needs assessor can provide some legal information, make referrals to supports, including legal advice, and help identify the next steps that are right for you.

3. ☐ **Complete a parenting education course**, unless you are exempt for one of the reasons identified in Rule 17.

Your needs assessor will provide you with more information on the parenting education course right for you and how to complete it.

4. ☐ **Participate in consensual dispute resolution**, unless your needs assessor determines that it is not appropriate.

Your needs assessor will provide you with more information on what consensual dispute resolution is, whether it is right for you, and the process for participating in it.

### NOTE TO THE PARTIES:

**If you require a time sensitive order on a family law matter**, you may be able to postpone participating in one or more of the early resolution requirements until after you have received your time sensitive order. Please speak to Family Justice Services Division or the court registry if this situation applies to you.

### Reminder:

If you do not resolve all family law matters during the early resolution requirements, either party can file an application in the Provincial Court to request a court order.

If you do not participate in the early resolution requirements, the other party will be allowed to proceed to the Provincial Court to ask for a court order. A party must have met the requirements for early resolution before they will be allowed to file an Application About a Family Law Matter or Reply to an Application About a Family Law Matter in the case.