

# Referral Request

## Form 21

Provincial Court Family Court Rules  
Rules 39, 95 and 96

COURT STAMP

Registry location:

Court file number:

Family ID:

Document number:

For registry use only

This Referral Request is a request to attend a family management conference, on one or more family law matter issues in the case, after having met the family justice registry requirements described in Rule 89(2).

### Please read before completing the form:

This form is to be used only if:

- your case is in a family justice registry,
- you have completed your needs assessment (or are not required to complete a needs assessment), and
- you want to proceed to court to resolve your family law matter issue(s).



After the parties have filed a referral request and a party has demonstrated completion or exemption of a parenting education program, the registry must provide the parties with information about the procedure for scheduling a family management conference [Rule 96].

### Part 1 | Party information

1. My full name is:

Full name of party

2. The other party's full name is:

Full name of party/parties



Copy the party information from a filed document in your case. It should match.

### Part 2 | Family justice registry requirements

3. I participated in a needs assessment, and:

Select all options that apply

- ☐ I did not seek further referral to any person, program or service
- ☐ I completed a parenting education course, as required under Rule 94
- ☐ I met with a child support officer
- ☐ I participated in consensual dispute resolution with a family justice counsellor or family dispute resolution professional
- ☐ other (specify):

4. The following family law matters have been resolved:

Select all options that apply

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

5. Select whichever option is correct

- ☐ A Reply to an Application About a Family Law Matter has been filed
- ☐ The Application About a Family Law Matter has been served on each other party, proof of service has been filed, and the time limit for filing a reply has passed

### FOR USE OF FAMILY JUSTICE SERVICES DIVISION ONLY

Confirmation of having met the needs assessment requirement:

\_\_\_\_\_ participated in a needs assessment as required, or was not required to participate, under Part 6 of the Rules.

By: \_\_\_\_\_ Date: \_\_\_\_\_  
Signature of Family Justice Counsellor dd/mm/yyyy



This form requires the signature of your family justice counsellor before filing. Contact information can be found at [www.gov.bc.ca/family-justice-services-division](http://www.gov.bc.ca/family-justice-services-division).