

LIST OF EXHIBITS AND EXHIBITS FILED BY THE PLAINTIFF

Sections 16, 17 (3), 23 and 24 of the *Regulation of the Human Rights Tribunal*, CQLR, C-12, r. 7.

GENERAL INFORMATION

This form allows the plaintiff or his lawyer to file the list of exhibits and exhibits accompanying an *Originating Application* with the Human Rights Tribunal.

PROCEDURE

FILING AT THE COURT OFFICE

When filing your *Originating Application*, you must also file your list of exhibits and exhibits with proof of service to the other parties at the office of the Court of Québec in the judicial district where the defendant resides or has his principal business establishment.

If additional exhibits are added before the trial, you must prepare an updated list of exhibits (modified list of exhibits). It must be filed at the same office of the Court of Québec with the additional exhibits and proof of notification to the other parties, no later than 30 days before the hearing in accordance with section 24 of the Regulation.

As specified in the [Directive of the Human Rights Tribunal](#), these documents must be **filed in 2 paper copies**. These documents must also be transmitted to the Tribunal using a technology-based medium. Additional copies may be requested by the Tribunal.

To find the location of a courthouse: <https://www.justice.gouv.qc.ca/nous-joindre/trouver-un-palais-de-justice/>

PLEASE NOTE that you cannot file your list of exhibits nor your exhibits with the Greffe numérique judiciaire du Québec.

SERVICE

Your **List of exhibits and exhibits must then be served at the same time as your *Originating Application* on the other parties to the proceedings by court bailiff**. The bailiff's report, attesting that your proceedings have been notified to the other parties, must be filed at the office of the Court of Québec.

PLEASE NOTE that notification by mail, registered mail, email or courier service (Purolator, UPS, etc.) is not accepted.

NOTIFICATION

You must notify your **Modified List of exhibits and the additional exhibits** to all other parties to the proceedings. The notification may, for example, be made by registered mail, courier service (Purolator, UPS, etc.) or by court bailiff. It can also be done by email if the parties consent to it.

CHECKLIST

Before filing your *List of exhibits and exhibits*:

- ☐ You must sign on page 1;
- ☐ You must attach two paper copies of:
 - ☐ The decision of the CDPDJ and the document communicating it to you;
 - ☐ Proof of the date of receipt of the CDPDJ's decision;
- ☐ You must attach the exhibits in support of your *Originating application* to your list of exhibits;
- ☐ You must complete the reverse side on page 2;
- ☐ You must provide **2 paper copies** of the documents mentioned in the preceding points at the office of the Court of Québec where the application is filed;
- ☐ You must provide **1 version using a technology-based medium** of the documents mentioned in the preceding points to the Tribunal.

Record no: _____

_____ and _____

_____ and _____

Plaintiff(s)

v. _____

_____ and _____

_____ and _____

Defendant(s)

LIST OF EXHIBITS FILED BY THE PLAINTIFF

Sections 16, 17 (3), 23 and 24 of the *Regulations of the Human Rights Tribunal*, C-12, r. 7.

EXHIBITS IN SUPPORT OF YOUR APPLICATION

List the exhibits you intend to file in support of your application. For example: documents, photos, letters, emails.

The exhibits are identified by a classification code, made up of a number preceded by the identifying letter "P-" (for example: P-1, P-2, P-3).

Make sure to indicate the classification code on each of your exhibits, in accordance with the present list of exhibits.

Please attach all your exhibits.

EXHIBIT P-1	Decision of the CDPDJ and the document communicating it to it, dated _____.
EXHIBIT P-2	Proof of the date of receipt of the CDPDJ's decision, dated _____.
EXHIBIT P-3	
EXHIBIT P-4	
EXHIBIT P-5	
EXHIBIT P-6	
EXHIBIT P-7	
EXHIBIT P-8	

Note: If there are more exhibits, please add them on a separate blank page. Continue your list starting with exhibit number P-9.

SIGNATURE

Plaintiff 1

Signed in _____
City

on _____
Date

Plaintiff 2

Signed in _____
City

on _____
Date

Plaintiff 3

Signed in _____
City

on _____
Date

No:

HUMAN RIGHTS TRIBUNAL
(Office of the Court of Québec)
DISTRICT OF

and

and

Plaintiff(s)

v.

and

and

Defendant(s)

**LIST OF EXHIBITS AND EXHIBITS
FILED BY THE PLAINTIFF**

Name:

Address:

Telephone:

Email: