



## Memorandum

**TO:** Managers, Supreme Court Scheduling  
**FROM:** Cindy Friesen, Director, Supreme Court Scheduling  
**DATE:** September 29, 2016  
**RE:** Inclusion of Trial Briefs in the Trial Record

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Pursuant to Supreme Court Civil Rule 12-3(2) and Supreme Court Family Rule 14-4(2) A registrar may direct inclusion in the trial record of any documents the registrar thinks necessary or may reject a trial record that, in the registrar's opinion,

- (a) does not contain all the documents required under subrule (1)
- (b) contains a document that is not a document required under subrule (1), or
- (c) is illegible.

As trial briefs are required by the trial judge, in addition to the documents listed in Civil Rule 12-3(1) and Family Rule 14-4(1) (full rules below) please inform counsel and self-represented litigants that copies of filed trial briefs are to be included in the trial record.

*Civil Rule 12-3(1) The party who files a notice of trial must file a trial record for the court, which trial record must contain*

- (a) the pleadings,*
- (b) particulars served under a demand, together with the demand made,*
- (c) the case plan order, if any,*
- (d) any order relating to the conduct of the trial, and*
- (e) any documents required by a registrar under subrule (2).*

*Family Rule 14-4(1) The party who files a notice of trial must file a trial record for the court, which trial record must contain*

- (a) the notice of family claim and each response to family claim, counterclaim and response to counterclaim,*
- (b) particulars served under a demand, together with the demand made,*
- (c) the most current Form F8 financial statement, if any, filed by each party,*
- (d) any order relating to the conduct of the trial, and*
- (e) any document required by a registrar under subrule (2).*

Cindy M. Friesen