



## Warning

**The document we are providing you is not an official form.**

Although we try our best to provide you with the most relevant and exact information as possible, we cannot guaranty that all the information offered here is complete, free of errors, up-to-date or adapted to your situation.

This document was prepared by the *Centre de justice de proximité Grand Montréal* (“CJPGM”) to assist you in your undertakings. If you require additional legal information, feel free to contact your region’s CJP: [www.justicedeproximite.qc.ca/en/](http://www.justicedeproximite.qc.ca/en/)

**Please note that the lawyers at the CJPGM will not under any circumstances:**

- **Verify, validate or review** any of your documents;
- **Provide any legal advice**, whether regarding your chances of success, the strategy you should adopt, or any other aspects related to your file.



— **Send your formal notice**

— **Wait for the deadline to pass**

— **Draft your application**

[www.tal.gouv.qc.ca/en/application-forms-to-court/application](http://www.tal.gouv.qc.ca/en/application-forms-to-court/application)

*Legal terms:*

- «Object»: What you want
- «Grounds»: Why it should be granted
  - If relevant, indicate any emergency relating to your health or safety

— **Submit your application** (between \$41 and \$79)

- Online: [bit.ly/DemandeTAL](http://bit.ly/DemandeTAL) (French only)
- In person: [bit.ly/TALOffices](http://bit.ly/TALOffices)



**As soon as possible, send to the defendant:**

- i. A copy of your application; AND
- ii. A copy of your supporting documents (or a list)

➔ with proof of receipt (ex. registered mail)

**As soon as possible (max. 45 days from the date of your application), file with TAL:**

- i. Proof that the defendant received what you sent
- ii. The complete list of your supporting documents: [www.tal.gouv.qc.ca/en/application-forms-to-court/list-of-exhibits](http://www.tal.gouv.qc.ca/en/application-forms-to-court/list-of-exhibits)

**In preparation for your hearing:**

- Write out a chronology of the events
- Notify the TAL of any change of address
- Visit [www.tal.gouv.qc.ca/en/hearing](http://www.tal.gouv.qc.ca/en/hearing)

**Hearing day**

- 3 copies of evidence

Use a USB key for audio and video evidence

