



COURT OF APPEAL OF QUEBEC

Date: March 11, 2024

CLERK'S PRACTICE DIRECTION NO. 9

METHOD FOR PRESENTING CERTAIN REQUESTS IN CRIMINAL MATTERS

Certain requests provided for in the *Rules of the Court of Appeal of Quebec in Criminal Matters* ("R.C.A.Q.C.M.") may be presented by means of a letter or email without the need to file a formal application. These requests are the following:

- (1) Request for an exemption from providing the typed transcript of a handwritten document included in the brief or the memorandum (ss. 43(j)(i) and 46 R.C.A.Q.C.M.);
- (2) Request for an authorization to file evidence reproduced on technological media (sound or video recording) in the brief or memorandum in a file type that is not provided for in the Clerk's Practice Direction No. 10 (ss. 43(j)(ii) and 46 R.C.A.Q.C.M.);
- (3) Request for an exemption from providing the typed transcript of a sound or video recording included in the brief or memorandum (ss. 43(j)(ii) and 46 R.C.A.Q.C.M.);
- (4) Request for an authorization to file depositions on paper with four pages printed on one page in the brief or memorandum (ss. 43(l) and 46 R.C.A.Q.C.M.);
- (5) Request for an exemption from filing paper copies of the documents that accompany the application, or certain of those documents, if all parties to the application consent to their being filed as a technological version only (s. 50 para. 2 R.C.A.Q.C.M.).

These requests must provide the reasons in support of the conclusions sought and be notified to the other parties. For requests (1) to (4) listed above, the authorization of the clerk must be obtained prior to the filing of the brief or memorandum and a copy of this authorization must accompany each copy of

the brief or memorandum when it is filed with the office of the Court.

Certain requests that are uncontested or made by mutual consent

The requests listed below may also be submitted by letter or email if the other parties consent to or do not oppose the request:

- (1) Request to join or separate appeals;
- (2) Request to extend the time limit to file the brief or memorandum.

These requests addressed to the clerk and notified to the other parties must present the reasons in support of the conclusions sought. They must also mention the position of the parties or be accompanied by evidence of that position. They must be sent by email, with a copy to the other parties, to the seat of the Court where the file was opened:

- Quebec City seat
 - Email: courdappelqc@judex.qc.ca
- Montreal seat
 - Email: courdappelmtl@judex.qc.ca

In all cases, the clerk may convene the parties to a hearing or refer the request to a judge or to the Court if the clerk considers that the interests of justice so require.

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