

CANADA

COURT OF APPEAL

PROVINCE OF QUEBEC
DISTRICT OF [MONTREAL OR
QUEBEC]

[APPELLANT'S NAME]

Nº: [File number in appeal]
Nº: [File number in first instance]

APPELLANT - [appellant's status in first
instance]

v.

[RESPONDENT'S NAME]

RESPONDENT - [respondent's status in
first instance]

BILL OF COSTS
(Article 344 C.C.P.)
[Party filing the bill of costs]
[date of the act]

DUE to [Your name] by [indicate the name of the party having to owe you the legal cost]
following the Court's decision [date of the decision] (Schedule 1):

	LEGAL COSTS	AMOUNTS (\$)
1.	<i>[Describe court costs and fees charged one after the other. Please see the Aide-memoire and articles 339 et seq. C.C.P. for more information. Add supportive documentation for each cost and fee as a schedule to this Bill of Costs (Schedule [Number of schedule])</i>	[amount] \$
2.	<i>[Ex.: Court costs (judicial stamp) for a Representation Statement]</i>	85\$
3.	<i>[Ex.: Disbursements incurred for the preparation of the appeal brief (see the invoice - Schedule 2)]</i>	500\$
4.		

5.		
6.		
	TOTAL :	[Total amount] \$

[City and date of signature],

[Your signature]

[Your name]

[Party filing the bill of costs]

[Your address]

[Your phone number]

[Your fax number, if applicable]

[Your email address, if applicable]

Article 344 Code of Civil Procedure. *The party entitled to legal costs prepares a bill of costs based on the tariffs in force and notifies it to the debtor party, which then has 10 days to notify its opposition.*

If such opposition is notified, the bill of costs is sent for taxation to the court clerk, who, to determine the costs, may require that it be proved by affidavit or witness testimony that the costs were incurred. In appeal, legal costs are taxed by the appellate clerk.

Once the bill of costs has been drawn up, a party may ask the clerk to homologate it. The clerk's decision may be reviewed within 10 days by the court or, as applicable, by an appellate judge. The bailiff may also, within 10 days after becoming aware of the decision, ask for its review as regards the bailiff costs.

The decision concerning the taxation or homologation of the legal costs is executed in accordance with the rules of provisional execution.

WARNING: THIS TEMPLATE DOES NOT EXEMPT THE USER FROM READING THE RELEVANT LAWS AND REGULATIONS. FOR MORE INFORMATION, REFER TO THE CHECKLIST IN CIVIL MATTERS AND THE FREQUENTLY ASKED QUESTIONS.