Hearing File No: [insert file no.]

Citation issued: [insert date]

**LAW SOCIETY OF BRITISH COLUMBIA TRIBUNAL**

**HEARING DIVISION**

*[Insert appropriate style of cause – e.g. for disciplinary proceedings use:]*

BETWEEN:

THE LAW SOCIETY OF BRITISH COLUMBIA

AND:

*[INSERT NAME OF RESPONDENT]*

RESPONDENT

**NOTICE OF MOTION**

**Name of Moving Party:** [insert name]

**To:** [insert name of party affected]

**TAKE NOTICE** that [the moving party] will apply to the LSBC Tribunal on [insert date and time or a date set by the Tribunal] at the Tribunal Office, 845 Cambie Street, Vancouver, British Columbia, V6B 4Z9, for the orders set out in Part 1 below.

**PROPOSED METHOD OF HEARING:** The motion is requested to be heard: [choose Zoom conference or in writing]

**PART 1: ORDERS OR DIRECTIONS SOUGHT**

1. [Using numbered paragraphs set out the precise orders or directions that will be sought at the motion]

**PART 2: FACTUAL BASIS**

1. [Using numbered paragraphs, set out a brief summary of the facts supporting the motion]

**PART 3: LEGAL BASIS**

1. [Using numbered paragraphs, specify any rule or other enactment relied on and provide a brief summary of any other legal arguments on which the moving party intends to rely in support of the orders sought]

**PART 4: MATERIAL TO BE RELIED ON**

1. [Using numbered paragraphs, list the affidavits or supporting documents served with the notice of motion and any other affidavits or other documents already filed with the Tribunal on which the moving party will rely.]
2. [Documents that are not made exhibits to an affidavit should be organized in chronological order and numbered consecutively].

**TO THE PERSONS RECEIVING THIS NOTICE OF MOTION:** If you wish to respond to this notice of motion, you must, within 5 business days after service of this notice of motion,

(a) serve and file a response in Form 6 – Motion Response,

(b) serve and file every affidavit or other document, that:

(i) you intend to refer to at the hearing of this motion; and

(ii) has not already been filed in the proceeding.

**Anticipated Length of Hearing:** [insert time estimate]

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| Date | [Name and Signature of moving party or their counsel] |