



SUPREME COURT OF NEWFOUNDLAND AND LABRADOR

NOTICE TO THE PROFESSION AND GENERAL PUBLIC

**RE: ELECTRONIC FILINGS AND
CONTACT INFO FOR ST. JOHN'S FAMILY DIVISION**

AMENDMENT TO NOTICE DATED APRIL 28, 2020

Issued: May 4, 2020

The Notice to the Profession and the General Public issued on April 28, 2020, provided at paragraph 3 that:

3. Filings will be accepted by email or fax to the applicable address/numbers set out below. Filings will also be accepted via mail and drop boxes located at each courthouse.

In order to ensure efficient processing of the documents being submitted, the Court issues the following amendment to that Notice (please note the relevant paragraphs of the Notice of April 28, 2020 will be updated to reflect this change).

Paragraph 3 of the Notice to the Profession and General Public, dated April 28, 2020, is replaced with the following:

3. **Filings in hard copy form will be accepted via regular mail and delivery into drop boxes located at each courthouse. This is the preferred method of receipt. When hard-copy delivery is not possible, electronic filings adhering to the following conditions are permitted:**
 - (a) **One email accepted with maximum three attachments, to a maximum total page count of 30;**
 - (b) **All documents requiring a signature must be signed. Documents submitted without a signature will not be accepted.**
 - (c) **Photographs from cell phones or other devices will not be accepted.**
 - (d) **Documents must be scanned and emailed in PDF format.**

3.1. Filings deemed urgent and/or emergency as per the published Notices to the Profession and General Public are permitted electronically to the applicable email address as outlined below:

Judicial Centre	Email Address	Phone	Fax
St. John's General Division	inquiries@supreme.court.nl.ca	709-729-1137	709-729-6623
St. John's Family Division	familyinquiries@supreme.court.nl.ca	709-729-2573	709-729-0784
Corner Brook	inquiryCB@supreme.court.nl.ca	709-637-2633	709-637-8036
Gander	inquiryGander@supreme.court.nl.ca	709-256-1115	709-256-1120
Grand Bank	inquiryGB@supreme.court.nl.ca	709-832-1720	709-832-2755
Grand Falls-Windsor	inquiryGFW@supreme.court.nl.ca	709-292-4260	709-292-4224
Happy Valley-Goose Bay	inquiryHVGB@supreme.court.nl.ca	709-896-7892	709-896-9212

Please note that **the new emergency contact number for the St. John's Family Division** in the table above.

**RAYMOND P. WHALEN
Chief Justice**