

Sample Appeal Record Table of Contents

Civil Appeal under the Child, Youth and Family Enhancement Act following a trial in the Alberta Court of Justice and subsequent appeal to the Court of King's Bench

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Part 1 - Pleadings

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Notice and Application for a Permanent Guardianship Order filed [insert date]

Written (or Transcribed) Reasons for Judgment of Lastname, J. (Judge of the Alberta Court of Justice) dated [insert date]

Order of Lastname, J. (Judge of the Alberta Court of Justice) filed [insert date]

Notice of Appeal to Court of King's Bench of Alberta filed [insert date]

Part 2 – Final Documents

Written (or Transcribed) Reasons for Judgment of Lastname, J. (King's Bench Judge) dated [insert date]

Order of Lastname, J. (King's Bench Judge) filed [insert date]¹

Description of any restricted access order (if applicable)

Description of any prior order, reference to which is required to resolve the appeal (if applicable)

Order of [insert name of Court of Appeal Judge] filed [insert date] granting permission to appeal

Notice of Appeal to Court of Appeal of Alberta filed [insert date]

Notice of Cross Appeal to Court of Appeal of Alberta filed [insert date] (if applicable)

When an enactment or the rules requires service on the Minister or the Minister of Justice and Attorney General for Canada, or both, proof of that service (if applicable)

¹If the filed order is not yet available at the time that the appeal record is prepared, include a notation to that effect. The filed order should then be appended to a party's factum or included in the extracts of key evidence.

**If there is no oral record that can be transcribed, include a notation to that effect.*