

Directive for Management of Cases Governed by Special Simplified Rules

(Articles 63, 66, 535.4 to 535.7, and 173 of the *Code of Civil Procedure*¹)

This administrative codification recasts, as of October 18, 2023, the case management directive governed by special simplified rules issued on June 16, 2023, as amended on October 17, 2023

CHAPTER I SUBJECT AND SCOPE

1. This directive establishes the forms that litigants must file to allow for the administrative processing of cases governed by the special simplified rules for the recovery of certain claims.²
2. The use of the Court of Québec forms devised for this purpose is mandatory. The forms are available on the Court of Québec and Ministère de la Justice websites.
3. In accordance with the C.C.P., the Regulation of the Court of Québec, and this directive, the coordinating judges and assistant coordinating judges manage cases covered under this directive in the judicial districts for which they are responsible.

CHAPTER II FORMS

4. The form devised for the [notice required under C.C.P. articles 535.4, 535.6, and 535.7](#) allows the reader to quickly identify:
 - a. The nature of the dispute and value of the matter being disputed;
 - b. The number of pages in excess of the prescribed number for a given pleading;
 - c. The prevailing situation regarding the use of dispute prevention and resolution mechanisms for such cases;
 - d. The nature and number of testimonies by affidavit that the party intends to file;
 - e. The nature and number of pre-trial examinations that the party intends to conduct;
 - f. The nature and number of expert opinions that the party intends to seek

¹ *Code of Civil Procedure* CQLR, c. C-25.01, hereinafter the “C.C.P.”

² C.C.P. Art. 535.1 to 535.15.

5. The Court of Québec's notice of disclosure of preliminary exceptions and incidental applications must be completed and placed before the pleading served when a party denounces in writing, in accordance with article 535.5 of the C.C.P., that it intends to present the following preliminary or incidental pleas:
 - a. Application for referral;
 - b. Application for suspension;
 - c. Application for disclosure of a document;
 - d. Application for clarification;
 - e. Application for removal of allegations;
 - f. Application for dismissal;
 - g. Application for leave to intervene;
 - h. Application in opposition to forced intervention;
 - i. Application for disavowal of counsel;
 - j. Request for disqualification of counsel;
 - k. Application for authorization to cease occupancy when the trial date has been set;
 - l. Application to contest the resumption of proceedings;
 - m. Application for decision on a point of law;
 - n. Application for joinder or severance of proceedings;
 - o. Application to split proceedings;
 - p. Application for withdrawal or modification of a pleading.
6. When processing the disclosure of preliminary exceptions and incidental applications provided for in article 535.5 of the C.C.P., the court clerk must reject:
 - a. The filing of the Court of Québec's notice without the pleading for which the preliminary exceptions and incidental applications are being disclosed;
 - b. The filing of the pleadings referred to in section 5 of this directive without the Court of Québec's notice of disclosure of preliminary exceptions and incidental applications.
7. In preparing for trial, whether on their own initiative or by order of the Court, all parties must complete and file the Court of Québec's trial readiness form.

CHAPTER III

EFFECTIVE DATE

8. This directive comes into force on October 18, 2023.

(s) Lucie Rondeau

Lucie Rondeau
Chief Judge of the Court of Québec
Signed in Québec City on October 17, 2023