

Timeline: if you need leave to appeal

1. Pronouncement of order

➤ *within 30 days*

2. File and serve notice of application for leave to appeal

➤ *within 30 days*

3. File and serve a notice of motion and motion book

4. If leave to appeal is granted, skip to step 5 and file appeal record and court transcript within 60 days

If leave to appeal is denied, you may file and serve notice of application to vary the order within 7 days of the order being made. Then, within 14 days of filing your application to vary, file and serve a motion book and ask the registry to schedule a hearing date. If leave to appeal is granted on this review, continue with the following steps.

➤ *within 60 days*

5. File appeal record

File court transcript

➤ *within 30 days*

6. File factum

File appeal book

File transcript extract book

➤ *Immediately after*

7. Prepare certificate of readiness

➤ *within 2 months*

Schedule the appeal for hearing and file your notice of hearing

Timeline: if you have an automatic right to appeal

Pronouncement of order

➤ *within 30 days*

File and serve notice of appeal

➤ *within 60 days*

File appeal record

File court transcript

➤ *within 30 days*

File factum

File appeal book

File transcript extract book

➤ *Immediately after*

Prepare certificate of readiness.

➤ *within 2 months*

Schedule the appeal for hearing and file your notice of hearing.