S.C. No.:

**SUPREME COURT OF YUKON**

BETWEEN:

APPLICANT**/**PLAINTIFF

AND

RESPONDENT/DEFENDANT

Pre-Conference Memorandum

|  |  |
| --- | --- |
| Counsel for the Applicant/Plaintiff | Name of counsel |
|  |  |
| Counsel for the Respondent/Defendant | Name of counsel |
|  |  |

1. This matter is scheduled for a Family Law Case Conference/Case Management Conference on [DATE AND TIME];
2. Issues in dispute [List];
3. Positions of the parties on each issue, and why;
4. Confirmation that settlement has been discussed, when, and in what form;
5. Financial conclusion on separate sheet of paper with calculations (if relevant);
6. Outstanding criminal or civil/family orders relevant to this matter.

DATED:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature *[Party or Party’s Lawyer]* Signature *[Party or Party’s Lawyer]*

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Print Name *[Party or Party’s Lawyer]* Print Name *[Party or Party’s Lawyer]*