|  |  |
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| *ONTARIO* |  |
| **Superior Court of Justice** | Request for Telephone or Video Conference |
|  | Form 1B Ont. Reg. No*.*: 258/98 |
|  |       |  |       |
|  | Small Claims Court |  | Claim No. |
|  |       |  |  |
|  | Address |  |  |
|  |       |  |  |
|  | Phone number |  |  |
| **BETWEEN** |
|       |
| Plaintiff(s) |
| **and** |
|       |
| Defendant(s) |
| **TO THE CLERK OF THE** |       | **SMALL CLAIMS COURT:** |
|  | (Name of Small Claims Court location) |  |
| **My name is** |       | **and I request the court schedule the:** |
|  | (Name of requesting party) |  |
| (Check appropriate box(es)). | [ ]  | settlement conference |
|  | [ ]  | motion |
|  | [ ]  | examination of a debtor or other person *(examination of a debtor or other person cannot be conducted by telephone conference)* |
| in this case to be heard by | [ ]  | telephone conference |
|  | [ ]  | video conference |
| where facilities are available and the court permits it.  |
| My current telephone number is |       | . |
|  | (Telephone number with area code) |  |
| Where a judge directs a telephone or video conference, the clerk will make the necessary arrangements and notify the parties of them [R. 1.07(5)]. |
| The reasons for my request are as follows: |
|       |
|       | , 20 |    |  |  |
|  |  |  |  | (Signature of party or representative) |
| **NOTE:** | If you are requesting that a motion be heard by telephone or video conference, file this request together with your Notice of Motion and Supporting Affidavit (Form 15A) OR together with a copy of the Notice of Motion and Supporting Affidavit served on you by the opposing party. |
| Les formules des tribunaux sont affichées en anglais et en français sur le site [www.ontariocourtforms.on.ca](http://www.ontariocourtforms.on.ca). Visitez ce site pour des renseignements sur des formats accessibles. |

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| **FORM 1B** | **PAGE 2** |   |
|  |  | Claim No. |
|  |
| **DISPOSITION:** | *(The judge will complete this section.)* |
| Order to go as follows: |
|  |       |  |
|       | , 20 |    |  |  |
|  |  |  |  | (Signature of judge) |