



# Specific Claims Tribunal Canada

www.sct-trp.ca

[Français](#)

[Home](#)

[Contact Us](#)

[Search](#)

[canada.gc.ca](#)

[Home](#) > [Practice Directions](#) > PRACTICE DIRECTION # 16

## The Tribunal

[Messages from the Chair](#)

[Members](#)

[Legislation](#)

[History](#)

[Annual Reports](#)

[FAQ](#)

## The Procedure

[Rules of Procedure](#)

[Funding](#)

[Filing a Claim](#)

[Practice Directions](#)

[Forms](#)

[Information for Parties Appearing Before the Tribunal](#)

## E-Filing

[Log in](#)

## The Cases

[Claims](#)

[Notice of Case Management Conference](#)

[Notice of Hearing](#)

[SCT Decisions](#)

[Decisions from Higher Courts](#)

## The Registry

[Departmental Reports](#)

## Transparency

[Completed Access to Information Requests](#)

[Info Source](#)

[Proactive Disclosure](#)

## Practice Directions

PRACTICE DIRECTION # 16

September 4, 2019

### WRITTEN SUBMISSIONS

This Practice Direction is made pursuant to the Tribunal's powers under section 13 of the *Specific Claims Tribunal Act* and the guidance of the *Federal Courts Rules* under Rule 5 of the *Specific Claims Tribunal Rules of Practice and Procedure*.

#### Length

1. Written submissions shall not exceed forty (40) pages exclusive of any appendices and/or lists of authorities, unless otherwise directed by the Tribunal.
2. A reply shall not exceed ten (10) pages in length exclusive of any appendices and/or lists of authorities, unless otherwise directed by the Tribunal. A reply shall address only novel points of fact and law raised in responding written submissions and not addressed in the party's original written submissions.

#### Format

3. Written submissions shall be formatted as follows:
  - 3.1. Minimum 1.15 line spacing;
  - 3.2. Top and bottom margins of not less than 2.5 cm and left and right margins of not less than 3.5 cm; and,
  - 3.3. Font size of 12 points or larger in Times New Roman font, including any footnotes/references.

#### Time for filing

4. A claimant's written submissions shall be filed not later than sixty (60) days prior to the hearing, or as directed by the Tribunal.
5. A respondent's written submissions shall be filed not later than thirty (30) days prior to the hearing, or as directed by the Tribunal.
6. A reply, if any, shall be filed not later than fifteen (15) days prior to the hearing, or as directed by the Tribunal.
7. A request for longer page lengths than provided for in sections 1 and 2 or for an extension of time for filing written submissions for which a fixed date has been established, either by setting the hearing date or by direction of the Tribunal, shall be directed to the Registry and shall state the reason for the request in writing.

Honourable Harry Slade, Chairperson  
Specific Claims Tribunal

