

## SUPREME COURT OF YUKON

---

PRACTICE DIRECTION  
GENERAL-26

*Email Filing of Chambers Record*

---

Chambers Records of a certain size may be filed by email. That size is a maximum of 1 volume and a maximum of 200 pages/15 MB. Any Chambers Record that exceeds this size must be filed with the Court in hard copy, according to Rule 48.

Counsel shall email all documents to be included in the Chambers Record to the Court Registry in PDF format at the following email address: [courtfilings@yukon.ca](mailto:courtfilings@yukon.ca). These documents must be received by the Court Registry 2 days, not counting Saturday or holidays, before the date of hearing.

Counsel must ensure that the following information is provided to the Court Registry as required by Rule 48(10)(c):

- (i) a title page bearing the style of proceeding and the names of lawyers;
- (ii) an index;
- (iii) the applicant's outline;
- (iv) the outline of each respondent;
- (v) the petition or application, as the case may be;
- (vi) each response in Form 11; and
- (vii) every affidavit, and every other document other than a written argument, that is to be referred to at the hearing.

The index must include the documents from all parties to be included in the Chambers Record.

A filed copy of the front page of the Chambers Record will be emailed to counsel or if there is any deficiency, the counter staff will advise counsel as soon as possible.

  
Duncan C.J.  
February 28, 2023