

EXPLANATORY NOTES

FORMAL NOTICE TO CONTINUE SUIT (SJ-852A)

The “Formal Notice to Continue Suit” form allows a party to a small claims application to serve a person who has a legal interest to act (such as a tutor or liquidator) with a notice to appear for a party who has undergone a change of status subsequent to incapacity, disability, death, termination of services, etc.

TYPE OF FORM

- Dynamic PDF:

After completing the form, you can print it on letter-sized paper, i.e. 8.5 inches by 11 inches (215.9 mm by 279.4 mm).

- Paper:

If you complete the form by hand, please write legibly in block letters.

Once the form is completed, you should keep a copy for your files.

FILING AT THE COURT OFFICE

You must then submit the form to the Small Claims Division office at the courthouse where the application was filed. To do this, you may use the Digital Court Office of Québec (GNJQ), which is accessible via the website of the Ministère de la Justice at www.justice.gouv.qc.ca.

The clerk will then notify the other party of the formal notice. The latter will have 10 days to file a notice of appearance in continuance of suit.

For further information, as well as the contact information for all [courthouses](#) in the province of Québec, consult the website of the Ministère de la Justice.

CANADA
PROVINCE OF QUÉBEC

District: _____

Locality: _____

File No.: _____

COURT OF QUÉBEC

Civil Division

Small Claims Division

Plaintiff

v.

Defendant

and

Party _____

FORMAL NOTICE TO CONTINUE SUIT

(art. 200 C.C.P.)

I, the undersigned, _____,

☐ Plaintiff or ☐ Defendant or ☐ Party _____

give you formal notice to continue suit in this file for the following reasons:

Should the form “Notice of Continuance of Suit” (SJ-852-01A) not be filed with the office of the court within 10 days:

☐ the Plaintiff may proceed by default and judgment may be rendered.

☐ the Defendant may ask that the application be dismissed.

☐ other: _____.

At _____, on _____

Signature