

Extending Your Financial Filing Deadline by Applying to the Superior Court of Justice

Your Financial Statement – Auditor's Report (Form 4 or Form 8) is due by 2 p.m. on Friday, March 29, 2019.

If you cannot file your Financial Statement by this date and do not wish to be in default of the Municipal Elections Act, 1996 (MEA), you must apply to the Ontario Superior Court of Justice (SCJ) for an extension to the filing deadline.

If the Judge grants an extension, **you must provide the City Clerk with a copy of the SCJ's Court Order by 2 p.m. on Friday, March 29, 2019.** Failure to do so means that you are in default of the MEA and penalties will apply.

Applying to the Superior Court of Justice

To apply to the SCJ for a financial filing extension of up to 90 days, you may follow these steps:

1. Complete the [Notice of Application](#) form and include:
 - Your name and address
 - Election, office and ward for which you were a candidate
 - Reasons for the extension request
 - Period of time requested to file the financial statement (up to 90 days)
 - Your signature
2. Bring the following to **393 University Avenue, 10th floor on Wednesday, March 27, 2019 by 2 p.m.:**
 - This document
 - Payment fee of \$220, payable by cash, debit, credit, or cheque payable to the Minister of Finance
 - If you are unable to pay the fee, you can view how to apply for a fee waiver [online](#)
 - A copy of your completed Notice of Application form
 - The SCJ will issue your Notice of Application and provide it to the Judge, who will hear your application on Thursday, March 28, 2019 at 10 a.m.
3. Appear in-person at **393 University Avenue, Courtroom 801 on Thursday, March 28, 2019 at 10 a.m.:**
 - You will present your case to the Honourable Judge
 - Remember to bring a copy of your issued Notice of Application
4. Provide a copy of the SCJ's court order (if it has been granted) on **Friday, March 29, 2019 by 2 p.m.:**
 - In person: Election Services, City Hall, 100 Queen Street West; or
 - By email: candidateinfo@toronto.ca or thirdpartyinfo@toronto.ca
5. File your Financial Statement – Auditor's Report (Form 4 or Form 8) by the court-imposed filing deadline. For questions related to:
 - the fee waiver or the issuance of applications, contact: Sandra.Riccio@ontario.ca
 - the scheduled hearing date, contact: LongMotionsStatus.Judge@ontario.ca
 - all other election matters, contact: City of Toronto's Election Services at 416-338-1111.