

Questions or concerns about this form or process can be directed to the Toronto Local Appeal Body by telephone 416-392-4697 or by email at tlab@toronto.ca.

Information, including completed forms, disclosure documents and statements, you disclose to the Toronto Local Appeal Body (TLAB) in relation to a TLAB appeal is an adjudicative record that is a public record available to parties, participants and the general public. The legal authority to make the information public is section 1.0.1. of the Planning Act. As stated in Section 27 of the Municipal Freedom of Information and Protection of Privacy Act, the provisions protecting individual privacy in Part 2 of that Act do not apply to any information collected in the TLAB's prescribed forms and associated filings for appeals.

Questions about this collection can be directed to the Manager of Tribunal Operations, Court Services, 40 Orchard View Boulevard, 2nd Floor, Suite 253, Toronto, Ontario M4R 1B9 or by telephone at 416-392-3261.

Part 1: Motion Hearing information	
TLAB Case File Number(s)	Address and/or Legal Description of Property
Motion Hearing Date (yyyy-mm-dd)	Motion Hearing Time
Motion Hearing Location	
<p>Parties with an interest in this matter should attend at the start of the Motion Hearing at the time, date and location indicated, unless the Motion Hearing is in writing. Motion Hearing dates are firm.</p> <p>The TLAB may provide a notice of change of Motion Hearing type following service of this Notice of Motion and responding materials, if any.</p> <p>This notice is being provided to you as required by the Toronto Local Appeal Body Rules of Practice and Procedure, to ensure that, as a Party, you may make your views known by filing your response in accordance with the Rules respecting Response to Motion as per Rule 17.9 and 17.10 at least SEVEN (7) days before the date of Motion Hearing.</p> <p>IF YOU DO NOT ATTEND the Motion Hearing or have not expressed your views in accordance with the Rules, the Toronto Local Appeal Body may proceed and make a decision in your absence, and may authorize changes to the proposal, matter, and grant the relief requested.</p>	

Part 2: Moving Party	
First Name	Last Name
<input type="checkbox"/> Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your name below.	
Single Name	
Corporation Name or Association Name (Association must be incorporated), if applicable	

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Part 2: Moving Party (Continued)

Position Title (if applicable)		Email	
Street Number	Street Name		Suite/Unit Number
City/Town		Province	Postal Code
If this Notice of Motion is filed by an Authorized Representative, please identify the Party:			
Party First Name		Party Last Name	
<input type="checkbox"/> Check this box if First Name and Last Name do not apply to you because you have either a registered Birth Certificate or Change of Name Certificate bearing a Single Name. Provide your name below.			
Party Single Name			
Party Email			

Part 3: For an Order as follows:

State the specific relief requested using numbered paragraphs.

Part 4: On the grounds that:

State the reasons and grounds using numbered paragraphs and reference any materials filed listed in Part 5 or supporting Affidavits identified in Part 6.

Part 5: List of Documentary Evidence to be used in the motion

Materials in support must be served and filed electronically in accordance with TLAB Rules and Practice Directions.

NOTE: Electronic service and filing of Notice of Motion and supporting documents (Part 5) and supporting Affidavits (Part 6) may be done by sending more than one email. In the event more than one email is required to serve and file the Notice of Motion, the emails should clearly identify that they relate to the same Notice of Motion.

In the case of an intended reference to a document contained in the 'Common Document Book' maintained on the TLAB website (www.toronto.ca/tlab), no electronic exchange is required provided the document is referenced and the parts, sections, pages or paragraphs are identified.

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Part 6: In Support of this Notice of Motion will be read the Affidavit of: (Identify all Form 10 persons)

Affidavit of (Full Name – First, Middle, Last Name **or** Single Name) **and Date Sworn** (yyyy-mm-dd)

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Part 7: Notice of Motion And Supporting Materials served at the time of filing on:		
Person's Name (Full Name – First, Middle, Last Name or Single Name)	Email	Address (Street Number, Street Name, Suite/Unit Number, City/Town, Province, Postal Code – Complete this section only when Email has not been provided)

Part 8: Submission Date
Date (yyyy-mm-dd)

In the event the decision is reserved, persons taking part in the hearing of the motion and wishing a copy of the decision may request it by emailing the Toronto Local Appeal Body office at tlab@toronto.ca. Such decision will be emailed to you when available. Also, the decision when available will be posted publicly on the Toronto Local Appeal Body's website at www.toronto.ca/tlab.

The Toronto Local Appeal Body is committed to providing accessible services as set out in the Accessibility for Ontarians with Disabilities Act, 2005. If you have any accessible needs, please contact the Accessibility Coordinator at 416-392-5546 or tribunalaccess@toronto.ca. If you have specific accommodation needs, please identify those in advance and any assistance you may require in the event of an emergency evacuation.