

Federal Court



Cour fédérale

TO: Employees of the Registry of the Federal Court of Appeal and the Federal Court

FROM: R.P. Guenette Acting Chief Administrator

DATE: February 17, 2005

SUBJECT: FILING PROOF OF SERVICE OF WRITTEN SUBMISSIONS PROVIDED IN RESPONSE TO A NOTICE OF STATUS REVIEW ISSUED UNDER THE FEDERAL COURTS RULES AND FORM 381

As Form 381 provides that written submissions in response to a Notice of Status Review are to be served and filed within the specified time limit, you are reminded of the requirement for proof of service under Rule 73 which reads as follows:

No document required to be served, other than an originating document, shall be filed without proof that it has been served within the time and in the manner provided for by these Rules.

Your cooperation in this matter is appreciated.