



Nunavut Court of Justice
CIVIL Search Request

EMAIL TO ncj.civil@gov.nu.ca

REQUEST I.D.# _____

DATE: _____

Submitted by _____ Account # _____

(Dept. or Company) _____ Your File # _____

Office Phone _____ Contact Name _____

☐ I confirm that I am a lawyer authorized to view the requested court records on behalf of my client, who is a party to the proceeding(s).

Signature _____

Request Fee Exemption ☐ Legal Aid ☐ Enforcement Agency ☐ G.N. Department
☐ Hardship ☐ Prosecutorial Agency ☐ Other: _____

1. Name Search: (\$15.00 per Name/per Court)

☐ Search for actions commenced against:

Copy of Procedure Record Yes ☐ No ☐ (2004 actions and up)

I am requesting a copy of the following pleadings/documents from the file:

Please search for the above-listed name(s) in the following courts and databases:

☐ NCJ (Court of Justice) ☐ NCA (Court of Appeal)

☐ Civil ☐ Criminal ☐ Sheriff

Civil includes family (child welfare, Children's Law Act, Divorce Act, FAIA, Family Law Act), guardianship, interjurisdictional support orders, maintenance enforcement, Mental Health Act, presumption of death, restitution enforcement, small claims, civil matters over \$10,000, restitution enforcement, wills, estates, and bankruptcy.

Criminal includes applications for further detention, criminal forfeitures, and firearms. NOTE: This does not include a search of the criminal registry files for criminal matters.

Sheriff includes applications for unsealing and search warrants, seizure, writ of execution, and writ of possession.

2. Action Search: (\$15.00 per action)

☐ Search for specific action:

Court File Number: _____

Plaintiff(s) _____

Vs.

Defendant(s) _____

Copy of the following documents/directions:

Clerks' Office Use Only

SEARCH RESULTS:

☐ **No Record Found**

Search Fee _____ @ \$15.00 (per search)

Photocopy Fee _____ @ pages @ \$1.00 page

☐ **Record Found
Results Attached**

Certified Copies _____ @ \$15.00

Fax Fee _____ pages @ \$1.00 per page

Certificates _____ @ \$ 15.00

☐ _____
Fee Exempt

Postage /Other: _____

Completed by : _____

Total: _____