

INFORMATION SHEET **SUPREME COURT CRIMINAL MATTERS**

Application to Appear in Crownside in Halifax

In criminal matters before the Supreme Court of Nova Scotia, attendance before a judge is required to set hearing dates, as well as for the hearing of certain applications and motions.

Outside of Halifax, you should contact the Prothonotary for that Court to inquire about the documents you will be required to file and when you may appear before the Court.

In Halifax, you will be required to attend Supreme Court Crownside, which is held on Thursdays at the Halifax Law Courts, starting at 9:00 a.m.

When filing documents for appearance in Halifax, your written application must be filed no later than 10:00 a.m. on the Wednesday before the Thursday on which you will be attending Crownside.

You will require at least three (3) copies of your Notice of Application to Appear in Crownside. The court will keep the original and remit to you the two (2) copies, which you must serve on either the Provincial, the Federal or the Municipal Crown at the address noted on the Notice of Application.

We recommend that you seek legal advice regarding any court application. We suggest contacting Dalhousie Legal Aid at 902-423-8105, the Legal Information Society of Nova Scotia at 902-455-3135, or the Nova Scotia Legal Aid offices in Halifax (902-420-6583) or Dartmouth (902-420-8815). To apply online or access Nova Scotia Legal Aid assistance outside of the Halifax Regional Municipality, please visit www.nslegalaid.ca.