

ONTARIO



## MEDIATION MEMO (OCTOBER 2020)

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Litigants who arrive at temporary or final minutes of settlement are requested to take the following steps to obtain a consent court order:

1. The following documentation can be filed with the court by using the Family Submissions Online portal - Ontario.ca/familyclaims  
<https://www.ontario.ca/page/file-family-court-documents-online>
  - a. Consent executed by the parties and the lawyers / witnesses.
  - b. Microsoft Word version of the consent (most recent version available).
  - c. 14b motion requesting the order.
  - d. Support deduction order and support deduction information form (if applicable).
  - e. Three copies of the draft order (for any party assisted by a lawyer).
  
2. It is recommended that each party obtain independent or summary legal advice and additional assistance, if needed. Options include:
  - a. Duty counsel may be available to give free summary legal advice through Legal Aid Ontario: 905-967-0921 or 1-888-616-0119, ext. 18 or email [gendcfamnewmascj@lao.on.ca](mailto:gendcfamnewmascj@lao.on.ca).
  - b. Affordable legal services may be available at ASC Private Duty Counsel Project: <https://ascfamily.com> and
  - c. Limited scope services are available through the Limited Scope Services Project: <https://www.familylawlss.ca/>