

SUPREME COURT OF YUKON

PRACTICE DIRECTION
GENERAL-18

*Identification of Notary Public or Other
Person Receiving a Sworn or Affirmed Document*

The swearing or affirming of court documents is fundamental to our system of justice.

By the same token, the identification of the person receiving the sworn or affirmed document is an important consideration. See s. 59 of the *Evidence Act*, R.S.Y. 2002, c. 78; s. 11.1 *Notaries Act*, R.S.Y. 2002, c. 158, as amended by S.Y. 2013, c. 15.

All persons receiving sworn or affirmed documents that will subsequently be filed with the court shall, below or adjacent to their signature, legibly print or stamp:

- (a) their first and last name;
- (b) their office; and
- (c) if applicable, the expiry date of their commission.

Example:

Jane Doe

Office (e.g. lawyer, clerk, notary public etc.)

Expiry Date: dd/mm/yy

Where a notary public is a government employee appointed under s. 15 of the *Notaries Act*, that shall be indicated in the description of their office by setting out the position title, government, and government department to which the appointment is attached.

Example:

Jane Doe

Government Notary

Human Resources Consultant, Government of Yukon, Department of Justice

Veale J.
April 22, 2016