SUPREME COURT OF YUKON

PRACTICE DIRECTION
GENERAL-26

Email Filing of Chambers Record

Chambers Records of a certain size may be filed by email. That size is a maximum of 500 pages. Any Chambers Record that exceeds this size must be filed with the Court in hard copy, according to Rule 48.

Counsel shall request a Secure File Transfer ("SFT") link from the judicial assistants at sherry.unland@judicloud.ca or paige.bevilacqua@judicloud.ca. Once a link has been received, counsel shall upload a consecutively numbered PDF version of the Chambers Record, 2 days, not counting Saturday or holidays, before the date of hearing. Counsel shall indicate to the registry staff that the Chambers Record has been electronically submitted to the judicial assistants.

Counsel shall ensure that the following information is provided as required by Rule 48(10):

(i) a title page bearing the style of proceeding and the names of lawyers;
(ii) an index;
(iii) the applicant's outline;
(iv) the outline of each respondent;
(v) the petition or application, as the case may be;
(vi) each response in Form 11; and
(vii) every affidavit, and every other document other than a written argument, that is to be referred to at the hearing.

The index must include the documents from all parties to be included in the Chambers Record.

A filed copy of the front page of the Chambers Record will be provided to counsel or if there is any deficiency, the counter staff will advise counsel as soon as possible.

Duncan C.J.
November 12, 2026