

NOTICE

RELOCATION OF TORONTO SUPERIOR COURT OF JUSTICE CIVIL COURT OPERATIONS

FROM

393 UNIVERSITY AVENUE, TORONTO

TO

330 UNIVERSITY AVENUE, TORONTO

Most Toronto Superior Court of Justice civil court operations, including office administration and court hearings, will be relocated to 330 University Avenue, Toronto, ON M5G 1R7 effective January 13, 2020.

What you need to know:

- Civil court filings currently located at 393 University Ave, 10th floor, will be relocated to 330 University Avenue, 8th floor
- Most civil court hearings from 393 University Avenue 7th, 8th and 19th floors, will be relocated to 330 University Avenue 5th, 7th, 8th and 9th floors.
- Court hearings presided over by masters will remain at 393 University Avenue, 6th floor, Toronto, ON M5G 1E6
- Courts administration office for enforcement, finance, writs and assessments only will remain at 393 University Avenue on the 6th floor
- To view daily court lists, please visit the following website
<http://www.ontariocourtdates.ca/>

You can file online 24/7 at **Ontario.ca/page/file-civil-claim-online**:

The Ministry of the Attorney General's **Civil Claims Online filing service** reduces trips to the courthouse and eliminates the need to pay for postage or courier services.

The service also reduces processing delays. If you file your document(s):

- on a weekday between 8:30am and 5:00pm (excluding holidays), it will be considered filed at that time and a confirmation will be displayed in your online account, unless an unexpected and uncommon system outage occurs
- outside regular business hours, it will be considered filed on the next business day.

Visit **Ontario.ca/page/file-civil-claim-online** to begin online filing.

**For information about filing online, please call the Civil Claims Online Help
Desk: 1-888-225-2390**

For more information about the relocation, please call (416) 326-8188