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| ONTARIO | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | |  | Court File Number | | |
| (Name of court) | | | | | | | | | | | | | | | | | | | | | | Form 23: Summons to Witness | | |
| **at** |  | | | | | | | | | | | | | | | | | | | | |
|  | Court office address | | | | | | | | | | | | | | | | | | | | |
| Applicant(s) | | | | | | | | | | | | | | | | | | | | | | | | | |
| Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any). | | | | | | | | | | | | | |  | | Lawyer’s name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any). | | | | | | | | | |
|  | | | | | | | | | | | | | |  | |  | | | | | | | | | |
|  | |
| Respondent(s) | | | | | | | | | | | | | | | | | | | | | | | | | |
| Full legal name & address for service — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any). | | | | | | | | | | | | | |  | | Lawyer’s name & address — street & number, municipality, postal code, telephone & fax numbers and e-mail address (if any). | | | | | | | | | |
|  | | | | | | | | | | | | | |  | |  | | | | | | | | | |
|  | |
| **TO:** *(full legal name of witness)* | | | | |  | | | | | | | | | | | | | | | | | | | | |
| **of** *(address: street & number, municipality, postal code)* | | | | | | | | | |  | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | | | | | | | | | | |
| **YOU MUST:** | | | | | | | | | | | | | | | | | | | | | | | | | |
| **(1)** | | **come to** *(address: street & number, municipality)* | | | | | | |  | | | | | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | | | | | | | | | | | | |
|  | | **on** *(date)* | |  | | | | | | | | **, at** | | | | |  | | | | | | | |  |
| **(2)** | | **give evidence in the case or examination before** *(court or other person)* | | | | | | | | | | | | | | | | | | | | | | | |
|  | |  | | | | | | | | | | | | | | | | | | | | | | | |
| **(3)** | | **bring with you the documents and things listed on the back of this summons; and** | | | | | | | | | | | | | | | | | | | | | | | |
| **(4)** | | **remain there until this case or examination is finished or until the person conducting it says otherwise.** | | | | | | | | | | | | | | | | | | | | | | | |
| With this summons, you should get a fee that is calculated for | | | | | | | | | | | | | | | | | |  | | | day(s) of attendance as follows: | | | | |
|  | | | Appearance allowance of $ | | | |  | | | | | | daily | | | | | | |  | | | |  | |
|  | | | Travel allowance of $ | | |  | | each way | | | | | | | | | | | |  | | | |  | |
|  | | | Overnight hotel and meal allowance | | | | | | | | | | | | | | | | |  | | | |  | |
|  | | |  | | | | | | | | TOTAL | | | | | | | | |  | | | |  | |
| If the case or examination takes up more of your time, you will be entitled to an additional fee. | | | | | | | | | | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | |  | | | | **IF YOU DO NOT COME AND REMAIN AS REQUIRED BY THIS SUMMONS, A WARRANT MAY BE ISSUED FOR YOUR ARREST.** | | | | | | |
| Date of issue | | | | | | | | | | | | | | |  | | | |

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| Form 23: | Summons to Witness | | (page 2) | Court File Number |
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|  | | | | |
| (Give the date of every document that the witness must bring and give enough of a description to identify each document or thing that the witness must bring.) | | | | |
|  | | | | |
| Draw a line through any blank space left on this page. If you need more space, you can add pages and number them. | | | | |
|  | | | | |
|  | |  | | |
| Name, address, telephone number, and email address (if any) of the person to contact for more information about this summons. | |  | | |
|  | |  | | |
|  | | | | |
|  | |  | | |
| Name, address, telephone number, and email address (if any) of the lawyer or party acting in person who will be attending the hearing. | |  | | |
|  | |  | | |