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**FEDERAL COURT**

BETWEEN:

**FIRST AND LAST NAME**

Applicant

-and-

**THE MINISTER OF CITIZENSHIP AND IMMIGRATION**

Respondent

**NOTICE OF MOTION**

TAKE NOTICE THAT the applicant, First and Last Name, will make a motion to the Court in writing under Rule 369 of the Federal Courts Rules.

**THE MOTION IS FOR**:

An order extending the time to serve and file the Document Name by X weeks from the original deadline on Date.

**THE GROUNDS FOR THE MOTION ARE**:

1. The Applicant acts without the assistance of counsel and must prepare their own Document Name. This requires additional time to review the documents, study law case.
2. The applicant works full-time, as evidenced by a letter from his employer (Exhibit A). His professional obligations limit the time he can devote to preparing his Document Name.
3. Granting this extension will allow the Applicant to properly prepare and submit a complete Document Name in compliance with Court requirements.
4. No Prejudice to the Defendant: A reasonable X weeks extension will not cause any prejudice to the defendant and will not negatively impact the progress of the proceedings.

**THE FOLLOWING DOCUMENTARY EVIDENCE WILL BE USED**:

1. Affidavit of First and Last Name, detailing the circumstances necessitating this request.
2. Proof of full-time employment.

DATED at City, Province, this Xth day of Month Year.

First and Last Name

Address

P: Phone Number

E: Email address

TO: **THE REGISTRAR**

Federal Court

Federal Court Registry Address

AND TO: **THE MINISTER OF CITIZENSHIP AND IMMIGRATION**

Shalene Curtis-Micallef

Deputy Attorney General of Canada

Department of Justice

Ontario Regional Office

120 Adelaide Street West

Suite #400 Toronto, Ontario, M5H 1T1

Phone: (416) 973-0942

Fax: (416) 954-8982