

Before filing your application for leave and for judicial review, have you:

	Used the proper form ( <a href="#">Form IR-1</a> ) found in the <i>Federal Courts Citizenship, Immigration and Refugee Protection Rules</i>
	Indicated the full name of the parties
	Provided the date and details of the decision/matter to be reviewed – Note: your application must be limited to one decision
	Indicated the name of the tribunal and or person(s) having made the decision and the tribunal's file number
	Mentioned the date on which you were notified or became aware of the decision and whether you received written reasons from the tribunal
	Described the precise relief you are requesting and the grounds to be argued
	Indicated the place and language for the hearing of the judicial review, if leave is granted
	Provided your address for service in Canada
	Prepared enough copies for certification by the registry for service on the respondent(s) (the Department of Justice will require 2 copies)
	Determined the addresses for personal service of the respondent(s)
	Provided the required filing fee (\$50)
	Included a request for an extension of time if the time limit of 15 or 60 days under section 72 of the <i>Immigration and Refugee Protection Act</i> has expired
	Dated and signed the Application for leave and for judicial review