

## 2.2 Informal delivery (Article 5, paragraph 2)

The practice of informal delivery ("par simple remise") of judicial or extra-judicial documents is not known in Canada.

## 2.3 Service by a particular method (Article 5, paragraph 1, sub-paragraph b)

In **Alberta, New Brunswick and Ontario**, service will be made by certified mail at the option of the requesting party. In Ontario, the Central Authority will serve by any form of mail, at the option of the requesting party.

## 2.4 Translation requirements (Article 5, paragraph 3)

For both Formal service and Service by a particular method, translation requirements will depend on the province or territory concerned.

For **Alberta, British Columbia, Newfoundland, Nova Scotia, Prince Edward Island, Saskatchewan**, all documents must be written in or translated into English.

For **Ontario, Manitoba**, and the **Northwest Territories**, all documents must be written in or translated into English or French.

For **New Brunswick** and the **Yukon**, all documents must be written in or translated into English or French. The Central Authority of New Brunswick or the Yukon may reserve the right to require documents to be translated into English or French depending on the language understood by the addressee.

For **Quebec**, translation will be required in all cases where the recipient does not understand the language in which the document is written. All documents which commence actions must be translated. Summary translation of all other documents is acceptable if the recipient agrees. Translation is to be done into the French language; however, the Quebec central authority may, upon request, allow a translation in English at the condition that the recipient understands this language.

## Costs (Article 12, paragraph 2, sub-paragraph a)

Costs for execution of service will be of \$50.-Can.

## 3. Authority competent to complete the certificate of service (Article 6)

In addition to the Central Authorities, the sheriffs, deputy-sheriffs, sub-sheriffs, clerk of the court or his/her deputy for the judicial district (except in Manitoba where there are no judicial districts) in which the person is to be served or the *huissiers* (only in Quebec) are competent to complete the certificate of service.