

Case No: \_\_\_\_\_

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City, Province, Postal Code

\_\_\_\_\_  
Email

\_\_\_\_\_  
Telephone

**Applicant**

v.

- Directeur des poursuites criminelles et pénales
- MRC des Collines-de-l'Outaouais
- Municipality of:

\_\_\_\_\_  
**Respondent / Prosecutor**

**APPLICATION FOR REDUCTION OF COSTS AND/OR STAY OF EXECUTION**  
(Sections 261 and 264 , *Code de procédure pénale*)

**TO A JUDGE OF THIS COURT OR TO A JUSTICE OF THE PEACE, THE APPLICANT SETS OUT THE FOLLOWING :**

***Judgment by default***

- 1- I was convicted by default, in the present case, on \_\_\_\_\_;  
Date of judgment
- 2- I acquired knowledge of the judgment convicting me on \_\_\_\_\_;  
Date of knowledge

***Grounds for the application***

- 3- I ask for a reduction of costs in the amount of \$ \_\_\_\_\_ on the following grounds :

\_\_\_\_\_  
\_\_\_\_\_

***Late filing*** (if applicable)

- 4- I was unable to file an application for reduction of costs within 15 days after I acquired knowledge of the judgment rendered for the following reasons :

\_\_\_\_\_  
\_\_\_\_\_

***Application for stay of execution of the judgment*** (if applicable)

- 5- I ask for a stay of execution of the judgment convicting me by default for the following reasons  
(state the nature of the adverse consequences that you would suffer if the judgment is executed) :

\_\_\_\_\_  
\_\_\_\_\_

**FOR THESE REASONS, I ask:**

- TO BE RELIEVED** of the consequences of the delay in submitting the application within the prescribed time;
- THAT** the reduction of costs be granted;
- THAT** a stay of execution of the judgment rendered be ordered;

At \_\_\_\_\_, this \_\_\_\_\_

\_\_\_\_\_  
**Applicant**

**SOLEMN AFFIRMATION**

I, the undersigned \_\_\_\_\_, born on \_\_\_\_\_  
(state your occupation or profession) \_\_\_\_\_  
domiciled and residing at \_\_\_\_\_

Solemnly affirm that:

- 1- I am the Applicant;
- 2- All the facts alleged in this application are true.

\_\_\_\_\_  
Applicant

**Solemnly affirmed before me**

At \_\_\_\_\_, this \_\_\_\_\_  
\_\_\_\_\_  
**Person authorized to take  
solemn affirmation**

**NOTICE**

To :     **The Prosecutor and the Collector of fines**  
Cour municipale de la MRC Des Collines-de-l’Outaouais  
216, chemin Old Chelsea  
CHELSEA (Québec) J9B 1J4

**TAKE NOTICE** that this application for reduction of costs will be submitted to the Cour  
municipale de la MRC des Collines-de-l’Outaouais,  
on \_\_\_\_\_ at \_\_\_\_\_

The court’s sitting will take place at:

- 216, Old Chelsea Rd. Chelsea, Québec, door no. 2;
- 188, Jeanne D’Arc St. Papineauville, Québec
- Palais de Justice de Maniwaki, 266, Notre-Dame St. 1<sup>st</sup> floor, Maniwaki, Québec

At \_\_\_\_\_, this \_\_\_\_\_  
\_\_\_\_\_  
**Applicant**

**DECISION**

**THIS COURT, on the application for reduction of costs,**

- o **RELIEVES the applicant of the consequences of his delay in submitting this application within the prescribed time;**
- o **GRANTS the application for reduction of costs;**
  - o **ORDERS that the costs are : \_\_\_\_\_ \$**
- o **ORDERS the stay of the judgment rendered on \_\_\_\_\_**
- o **DISMISS the application for revocation of judgment;**
  - o **WITH costs**
  - o **WITHOUT COSTS**

Chelsea, this \_\_\_\_\_  
\_\_\_\_\_  
**Judge, Justice of the peace**