

**Form 1  
Waiver of Fees Application**

**Please print in BLOCK LETTERS:**

Last Name: _____	Given Names: _____
Mailing Address: _____ Apt: _____	Date of Birth: _____ (mm/dd/yr)
City or Town/Province: _____ Postal Code: _____	Age: _____
Telephone: Home: _____ Work: _____ Msg: _____	

<input type="checkbox"/> Male	<input type="checkbox"/> Employed	<input type="checkbox"/> Not married	<input type="checkbox"/> Married
<input type="checkbox"/> Female	<input type="checkbox"/> Unemployed	<input type="checkbox"/> Common law	<input type="checkbox"/> Separated
	<input type="checkbox"/> Unable to work	<input type="checkbox"/> Divorced	<input type="checkbox"/> Widowed
	<input type="checkbox"/> Student/training		

**I apply to have the following court filing fees waived:** \_\_\_\_\_

<b>HUSBAND OR WIFE (INCLUDING COMMON LAW)</b>	<b>DEPENDANTS (SPOUSE, CHILD, OTHER PERSON SUPPORTED BY APPLICANT):</b> Total: __ Living with client: __ Living apart: __
Name: _____	Name                      Relationship                      Birth date (mm/dd/yr)
Address: _____ Telephone: _____	1. _____
Do you receive social or other municipal assistance[?]	2. _____
<input type="checkbox"/> Yes <input type="checkbox"/> No	3. _____
	4. _____
	5. _____
	6. _____

Person who can verify financial information	Name: _____	Address: _____	Telephone: _____
---	-------------	----------------	------------------

<p><b>GROSS MONTHLY INCOME</b></p> <p>Salary (wages + tips) _____</p> <p>Unemployment ins. _____</p> <p>Social assistance _____</p> <p>Old age assistance _____</p> <p>Pension _____</p> <p>Spouse's income _____</p> <p>(Including common law)</p> <p>Support received _____</p> <p>Specify other income _____</p> <p>Gross monthly income _____</p> <p>Less support _____</p> <p>you pay per month _____</p> <p><b>Monthly income</b> _____</p>	<p align="center"><b>IMPORTANT:</b></p> <p><b>This application will not be processed unless you attach one of the following:</b></p> <p><b>A copy of your pay stub</b></p> <p><b>A copy of your benefit stub</b></p> <p><b>A copy of your most recent Income Tax Return or Notice of Assessment</b></p> <p><b>a letter from a doctor, priest or other official stating that you have no income</b></p>
---	--

<p><b>Applicant declares:</b> I state that the above information is true and complete. I consent to have this information investigated for verification and will notify court administration of any change.</p> <p>_____</p> <p>Signature of the applicant</p> <p>_____</p> <p>Date</p>	<p><input type="checkbox"/> <b>Approved</b>    <input type="checkbox"/> <b>Denied</b></p> <p><b>By:</b> _____</p> <p><b>Date:</b> _____</p>
---	---

Where an applicant has the following number of dependants and the applicant's income is less than or equal to the following amounts, the applicant meets the financial eligibility criteria required to have the designated court fees (set out in the Regulations to the Costs and Fees Act at Section 26) waived.

Monthly Income and Number of Dependants				
One adult	\$1,067.00		Two adults	\$1,424.00
and 1 child	\$1,416.00		and 1 child	\$1,708.00
and 2 children	\$1,700.00		and 2 children	\$1,932.00
and 3 children	\$1,924.00		and 3 children	\$2,156.00
and 4 children	\$2,148.00		and 4 children	\$2,380.00
and 5 children	\$2,372.00		and 5 children	\$2,604.00
and 6 children	\$2,596.00		and 6 children	\$2,828.00
and 7 children	\$2,820.00		and 7 children	\$3,052.00

The ONLY court filing fees that can be waived are as follows:

- to commence a proceeding pursuant to the *Nova Scotia Parenting and Support Act*;
- to set a matter down for trial without a jury;
- to set a matter down for trial with a jury;
- for a settlement conference;
- to commence a divorce proceeding (other than the \$10.00 Government of Canada fee);
- to file an answer;
- for filing an answer and counter petition or defence and counterclaim in a divorce proceeding;
- to purchase a tape;
- to commence an action;
- to file a defence;
- for an interlocutory notice;
- for an application to extend the time to file an appeal in the Supreme Court;
- to an application to extend the time to file an appeal in the Court of Appeal;
- for a Notice of Appeal to the Supreme Court;
- for a Notice of Appeal to the Court of Appeal;
- for a maximum of 25 copies;
- for a maximum of 3 court file searches;
- for the administration of one oath for one affidavit relating to the deponent's court action;
- to file a Notice of Claim or a Counterclaim in the Small Claims Court;
- to file a Small Claims Court Residential Tenancies Appeal from an Order of the Director of Residential Tenancies; or
- for the administration of oaths for an Affidavit of Service relating to a Small Claims Court claim.