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| **LETTER OF REQUEST**  **COMMISSION ROGATOIRE** |
| **Hague Convention of 18 March 1970 on the**  **Taking of Evidence Abroad in Civil or Commercial Matters**  *Convention de La Haye du 18 mars 1970 sur*  *l’obtention des preuves à l’étranger en matière civile ou commerciale*   |  |  |  |  | | --- | --- | --- | --- | | **1.** | **Sender**  *Expéditeur* | Click here to enter text. | | | **2.** | **Central Authority of the Requested State**  *Autorité centrale de l’État requis* | Click here to enter text. | | | **3.** | **Person to whom the executed request is to be returned**  *Personne à qui les pièces constatant l’exécution de la demande doivent être renvoyées* | Click here to enter text. | | | **4.** | **Specification of the date by which the requesting authority requires receipt of the response to the Letter of Request**  *Indiquer la date limite à laquelle l’autorité requérante désire recevoir la réponse à la commission rogatoire* | | |  | **Date**  *Date limite* | Click here to enter a date. | | |  | **Reason for urgency\***  *Raison de l’urgence* | Click here to enter text. | |   **In conformity with Article 3 of the Convention, the undersigned applicant has the honour to submit the following request:**  *En conformité de l’article 3 de la Convention, le requérant soussigné a l’honneur de présenter la demande suivante :*   |  |  |  | | --- | --- | --- | | **5. *a*** | **Requesting authority**  **(Art. 3(a))**  *Autorité requérante*  *(art. 3(a))* | Click here to enter text. | | ***b*** | **To the Competent Authority of (Art. 3(a))**  *À l’Autorité compétente de*  *(art. 3(a))* | Click here to enter text. | | ***c*** | **Names of the case and any identifying number**  *Nom de l’affaire et numéro d’identification de l’affaire* | Click here to enter text. |  |  |  |  | | --- | --- | --- | | **6.** | **Names and addresses of the parties and their representatives (including representatives in the Requested State\*) (Art. 3(b))**  *Identité et adresse des parties et de leurs représentants (y compris représentants dans l’État requis) (art. 3(b))* | | | ***a*** | **Plaintiff**  *Demandeur* | Click here to enter text. | | |  | **Representatives**  *Représentants* | Click here to enter text. | | | ***b*** | **Defendant**  *Défendeur* | Click here to enter text. | | |  | **Representatives**  *Représentants* | Click here to enter text. | | | ***c*** | **Other parties**  *Autres parties* | Click here to enter text. | | |  | **Representatives**  *Représentants* | Click here to enter text. | |  |  |  |  | | --- | --- | --- | | **7. *a*** | **Nature of the proceedings (divorce, paternity, breach of contract, product liability, etc.) (Art. 3(c))**  *Nature et objet de l’instance (divorce, filiation, rupture de contrat, responsabilité du fait des produits, etc.) (art. 3(c))* | Click here to enter text. | | ***b*** | **Summary of complaint**  *Exposé sommaire de la demande* | Click here to enter text. | | ***c*** | **Summary of defence and counterclaim\***  *Exposé sommaire de la défense ou demande reconventionnelle* | Click here to enter text. | | ***d*** | **Other necessary information or documents\***  *Autres renseignements ou documents Utiles* | Click here to enter text. |  |  |  |  | | --- | --- | --- | | **8. *a*** | **Evidence to be obtained or other judicial act to be performed (Art. 3(d))**  *Actes d’instruction ou autres actes judiciaires à accomplir (art. 3(d))* | Click here to enter text. | | ***b*** | **Purpose of the evidence or judicial act sought**  *But des actes à accomplir* | Click here to enter text. |  |  |  |  | | --- | --- | --- | | **9.** | **Identity and address of any person to be examined**  **(Art. 3(e))\***  *Identité et adresse des personnes à entendre (art. 3(e))* | Click here to enter text. |  |  |  |  | | --- | --- | --- | | **10.** | **Questions to be put to the persons to be examined or statement of the subject matter about which they are to be examined (Art. 3(f))\***  *Questions à poser ou faits sur lesquels les personnes susvisées doivent être entendues (art. 3(f))* | Click here to enter text. |  |  |  |  | | --- | --- | --- | | **11.** | **Documents or other property to be inspected (Art. 3(g))\***  *Documents ou objets à examiner (art. 3(g))* | Click here to enter text. |  |  |  |  | | --- | --- | --- | | **12.** | **Any requirement that the evidence be given on oath or affirmation and any special form to be used (Art. 3(h))\***  *Demande de recevoir la déposition sous serment ou avec affirmation et, le cas échéant, indication de la formule à utiliser (art. 3(h))* | Click here to enter text. |  |  |  |  | | --- | --- | --- | | **13.** | **Special methods or procedure to be followed (e.g., oral or in writing, verbatim transcript or summary, cross-examination, etc.) (Arts 3(i) and 9)\***  *Formes spéciales demandées (déposition orale ou écrite, procès-verbal sommaire ou intégral, “cross-examination”, etc.) (art. 3(i) et 9)* | Click here to enter text. |  |  |  |  | | --- | --- | --- | | **14.** | **Request for notification of the time and place for the execution of the Request and identity and address of any person to be notified (Art. 7)\***  *Demande de notification de la date et du lieu de l’exécution de la requête, de l’identité et de l’adresse de la ou des personnes à informer (art. 7)* | Click here to enter text. |  |  |  |  | | --- | --- | --- | | **15.** | **Request for attendance or participation of judicial personnel of the requesting authority at the execution of the Letter of Request (Art. 8)\***  *Demande d’assistance ou de participation des magistrats de l’autorité requérante à l’exécution de la commission rogatoire (art. 8)* | Click here to enter text. |  |  |  |  | | --- | --- | --- | | **16.** | **Specification of privilege or duty to refuse to give evidence under the law of the Requesting State (Art. 11(b))\***  *Spécification des dispenses ou interdictions de déposer prévues par la loi de l’État requérant (art. 11(b))* | Click here to enter text. |  |  |  |  | | --- | --- | --- | | **17.** | **The fees and costs incurred which are reimbursable under the second paragraph of Article 14 or under Article 26 of the Convention will be borne by:\***  *Les taxes et frais donnant lieu à remboursement en vertu de l’article 14, alinéa 2 et de l’article 26 seront réglés par :* | Click here to enter text. |  |  |  | | --- | --- | | **Date of request**  *Date de la requête* | Click here to enter a date. | | **Signature and seal of the requesting authority**  *Signature et sceau de l’autorité requérante* |  |   *\*Omit if not applicable / Ne remplir qu’en cas de n*é*cessit*é |