

TARIFF OF

PROFESSIONAL FEES

2024

Suggested by the Chambre des huissiers de justice du Québec, the Tariff of professional fees indicates the fees not provided for in section 8 of the Loi sur les huissiers de justice (RSQ, c H-4.1).

For more information, do not hesitate to contact your Customer service Officer.

Update: December 28, 2023

ISSUANCE AND FILING AT DIFFERENT TRIBUNAL

| TRIBUNAL | FEES |
|--|--------------------|
| Montreal* | \$17.00 |
| Laval – Longueuil* | \$17.00 |
| Other courthouses* (Digital filing - GNJQ) | \$29.50 |
| Administrative Tribunal* (500, Rene-Levesque West, Montreal) | \$29.50 |
| The Tribunal administratif du travail* (35, Port-Royal St., Montreal) | \$29.50 |
| Tribunal de la jeunesse* (Youth court) | \$71.50 |
| Municipal Court* | \$71.50 |
| Federal, Immigration Courts and Tax Court of Canada* | \$29.50 \$35.75 |

OTHER SERVICES

| SERVICE | FEES |
|--|--|
| Photocopy(ies) black & white (each page) | \$0.50 |
| Photocopy(ies) color (each page) | \$0.60 |
| Management fees | \$16.50 |
| To receive any electronic document | \$18.95 |
| Electronic publication to all Registry Offices (including the completion of the requisition form) | \$40.00+ hourly fee (minimum 15 minutes) |
| Pick up and return of a procedure | \$18.95 When applicable |
| *Fixed-term for emergency services or with waiting period: a fee of \$35.75 is charged per 15 minutes period. | |

TRANSFERT OF FILES TO CORRESPONDENTS

| | | |
|--|--|----------|
| <p>For a complete transfer including:</p> <ul style="list-style-type: none"> • Proceedings registering; • Follow-ups with our correspondent; • Return of the minutes and the original proceeding; • Correspondent's expenses paid by our offices; • Global billing on your statement including the correspondent's shipping expenses. <p>(Applicable fees for shipments for over 10 pounds or 4.55 kg)</p> <p><i>N.B. Our liability is limited to the shipping</i></p> | Major areas in Quebec (Chicoutimi, Cowansville, Drummondville, Granby, Gatineau, Québec, Sainte-Agathe, Saint-Hyacinthe, Shawinigan, Sherbrooke, Trois-Rivières, Sorel) | \$48.40 |
| | Other destinations in Quebec * | \$48.40 |
| | Transfer of files in Canada * | \$147.60 |
| | Transfer of files in the United States* | \$196.65 |
| | Transfer of files overseas * | \$196.65 |
| | For any emergency transfer of files | \$143.00 |
| | *plus expenses | |

EMERGENCY FORMAL SERVICE/PRODUCTION

| FORMAL SERVICE/PRODUCTION | FEES |
|--|--------------------------------|
| Immediately downtown | \$71.50 + emergency mileage |
| Immediately and in the Morning | \$143 + emergency mileage |
| Formal service carried out at a set time or on appointment | \$143+ emergency mileage |
| FIXED-TERM FOR SAME DAY EMERGENCY SERVICE | |
| Downtown | \$35.75 + mileage |
| Montreal, Laval, Longueuil | \$71.50 + mileage |
| Within a radius of 35 to 49 km | \$143 + mileage |
| Within a radius of more than 50 km | Fixed-term + emergency mileage |
| OTHER REQUESTS | |
| For all formal services required for the next day without fail outside a radius of 50 km (one way only) | emergency mileage |
| For all formal services <u>requested on a Saturday</u> | \$286+ mileage |

EMERGENCY FORMAL SERVICE OTHER REGIONS IN QUEBEC

| EXAMPLES | FEES |
|---|------------|
| Québec (260 km one way + fixed-term 6h) | \$1,326.00 |
| Granby (85 km one way + fixed-term 2.5h) | \$510.50 |
| Gatineau (210 km one way + fixed-term 5h) | \$1,093.00 |
| Drummondville (120 km one way + fixed-term 3h) | \$645.00 |
| Joliette (70 km one way + fixed-term 2h) | \$412.00 |
| Saint-Hyacinthe (60 km one way + fixed-term 2h) | \$394.00 |
| Saint-Jean (50 km one way + fixed-term 2h) | \$376.00 |
| Saint-Jérôme (50 km one way + fixed-term 2h) | \$376.00 |
| Sherbrooke (160 km one way + fixed-term 3.5h) | \$788.50 |
| Sorel (84 km one way + fixed-term 2h) | \$437.20 |
| Trois-Rivières (160 km one way + fixed-term 3.5h) | \$788.50 |
| Valleyfield (80 km one way + fixed-term 2h) | \$430.00 |
| Victoriaville (180 km + fixed-term 4.5h) | \$967.50 |

JUDICIAL MONEY ADVANCES

For all expenses exceeding \$20.00 (stamp duty, witness money advances, etc.), administration fees of \$8.00 will be charged for every \$100.00 allocated. For example:

| | | |
|---------------------------|---|--------------|
| from \$20.01 to \$120.00 | - | \$8.00 |
| from \$120.01 to \$220.00 | - | \$16.00 etc. |

To avoid any administration fees, attach a cheque to your proceedings to cover the expenses of witness money advances or stamp duty.

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