



THE PROVINCIAL COURT
OF BRITISH COLUMBIA

Effective Date: *23 February 2015*

SM. CL. 01

PRACTICE DIRECTION

PROOF OF SERVICE FROM CANADA POST

Purpose

To clarify the means of providing proof of service for deliveries from Canada Post.

Application

This practice direction applies to all court registries in the Province.

Directions

1. Commencing January 1, 1999, where proof of service is required pursuant to Rule 18(14)(b) of the *Small Claims Rules*, proof of service may be provided by filing the photocopy of the signature obtained at time of delivery available from Canada Post at 1-888-550-6333 or by attaching the Canada Post delivery confirmation available on the internet at www.canadapost.ca.
2. Canada Post has discontinued the service which previously provided an original acknowledgement of receipt card with registered mail.

History of Practice Direction

- Original practice direction dated January 27, 1999.
- Amended practice direction dated February 23, 2015 (changes to wording and formatting only).
- January 8, 2020: Housekeeping update to remove “duration” section as contained information duplicated in “History of Practice Direction” section.

I make this practice direction pursuant to my authority under the *Provincial Court Act*, R.S.B.C. 1996, c. 379, the *Small Claims Act*, R.S.B.C. 1996, c. 430 and the *Small Claims Rules*, B.C. Reg. 261/93.

Thomas J. Crabtree
Chief Judge
Provincial Court of British Columbia