**STATEMENT OF FACTS, ISSUES AND CONTENTIONS**

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| **Part 1**  **Facts**  **Set out succinctly the essential facts, if any, relied on that were not accepted by the decision maker in separate numbered paragraphs.**  **Identify the decision subject to review and the relevant subject matter.**  1.  **Part 2**  **Issues**  **Identify succinctly the controversial issues in neutral terms in separate numbered paragraphs. Be very particular about each matter – eg when did it occur, where did it occur, what occurred.**  1.  **Part 3**  **Contentions**  **Identify succinctly the applicant’s contention on each issue in separate numbered paragraphs**  1.  **Part 4**  **Orders sought**  **Orders sought in separate numbered paragraphs**  1. |

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| **Certification**  **Mark appropriate section below with an ‘x’**  [ ] As the filing lawyer, I certify that this pleading is filed in accordance with the instructions of the party/parties for whom I act. There is a proper basis for each allegation of fact in the pleading and itcomplies with the Rules of Court.  [ ] As a Litigant in Person (self-represented), I am responsible for filing this pleading. Each allegation of fact in the pleading is true to the best of my knowledge, information and belief.  …………………………………….  Signature  …………………………………….  Name printed  …………………………………….  Date |