

(letterhead of Plaintiff's solicitors)

Court of Queen's Bench of Alberta
[address]

ATTENTION: Masters Chambers

Dear Sirs:

Re:*[Plaintiff] v. [Defendant]*

Action No. [no.]
Preservation Order

Please find enclosed an Ex-Parte Application for an order from a Master for preservation of the property. Also enclosed is a draft copy of the Order together with the Affidavit of [Deponent], filed herein.

Please contact our office when the Order has been granted and is available for pickup. If you have any questions or concerns, please telephone the undersigned.

Yours truly,

MASTER IN CHAMBERS
EX-PARTE APPLICATION

_____ In Court before the Honourable Master _____

_____ In Private Chambers

Action Number: _____ Date: _____

Style of Cause:

[PLAINTIFF]

Plaintiff

- and -

[DEFENDANT]

Defendant

Application for:

Order: _____

Fiat: _____

Name of Solicitor:

[law firm]
[address]
[phone & fax nos.]

FOR CLERK'S USE

_____ GRANTED COMMENTS: _____

_____ SIGNED _____

_____ NOT SIGNED _____

MASTER'S DIRECTIONS:

- Judgment rendered
- Direct Chambers appearance
- Direct further evidence
- Set case for trial

Master's Signature

Date

Reasons and/or comments:

IN THE COURT OF QUEEN'S BENCH OF ALBERTA
JUDICIAL DISTRICT OF [CITY]

BETWEEN:

[PLAINTIFF]

Plaintiff

- and -

[DEFENDANT]

Defendant

AFFIDAVIT

I, [DEPONENT], of _____, [occupation], **HEREBY MAKE OATH AND SAY AS FOLLOWS:**

1. I am a [relationship to parties and action] and as such have personal knowledge of all matters hereinafter deposed to and can swear positively to the facts, except where otherwise stated to be based upon information and belief, in which case I do verily believe the same to be true.

2. The Plaintiff maintains a first mortgage registered against title to the property municipally described as [address] and legally described as:

[legal description]

which mortgage is registered as instrument number [no.], which mortgage is in default and is the subject matter of this action.

3. I am advised by [name], an agent of the Plaintiff, and do verily believe that the subject property in the within action is vacant and that steps must be taken to secure and preserve the property.

THIS IS A 7-PAGE PACKAGE OF FORMS.