

## Small Claims Court Navigator Pilot Project | Meeting Form

### Small Claims Court Navigator Clinic

Your appointment today is to speak to a Small Claims Court Navigator. There is no fee for this service.

### Terms and Conditions of Service

*I acknowledge that today, the Small Claims Court Navigator can **only** assist me in the following ways:*

- Help me in using technology (computers, wifi, etc.) located in the courthouse to obtain information and fill out court forms using LISNS materials.
- Help me find legal and non-legal resources inside the courthouse and outside the Justice Centre to assist in resolving my claim.
- Help me identify, organize, and locate forms in the courthouse needed to start or defend an action.
- Help me find a courtroom or person in the courthouse.

*I acknowledge that today, the Small Claims Court Navigator **will not** undertake to provide the following services:*

- Give me legal advice.
- Give me legal information beyond the scope of duty of a civil volunteer.
- Fill in court forms for me (except in cases of disability).

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By receiving assistance from a Small Claims Court Navigator at the courthouse in Halifax, Nova Scotia, I clearly understand the following:

- 1) My appointment will be with a Small Claims Court Navigator who will do his/her best to hear me and to assist to the extent that he/she is able. I understand the Small Claims Court Navigator Pilot Project is free, and that I will not be charged for this legal assistance.
- 2) The information I receive will be based solely on the information I provide to the Small Claims Court Navigator that assists me and on the information the Small Claims Court App is able to provide. I understand that there may be additional legal and non-legal resources that the Small Claims Court Navigator did not discuss with me.
- 3) Every decision made during my meeting with the Small Claims Court Navigator must be made by me. The Small Claims Court Navigator does not have the authority or the expertise to provide legal advice or legal information beyond the material materials provided by LISNS.
- 4) The Small Claims Court Navigator (under the project to assist self-represented individuals considering action in the Small Claims Court of Nova Scotia and developed by the Legal Information Society of Nova Scotia) will keep all information given by me confidential. Any information collected

by LISNS through the Small Claims Court Navigator may be used to provide demographic statistics to its funders. Neither my name, nor any other information that can identify me, will ever be disclosed to any other party unless required by law.

- 5) I will not hold the Small Claims Court Navigator, court staff, or the Legal Information Society of Nova Scotia liable (responsible) for any claim (loss or damages) arising from the interaction I get with the Public Navigator, regardless of the reason for any claim.
- 6) Everyone associated with the Small Claims Court Navigator Pilot Project is to be treated with respect. Abusive behaviour of any type (verbal, written or physical) will not be tolerated and will result in denial of service and/or removal from the courthouse.

I understand the above statements and I agree to them:

\_\_\_\_\_  
Self-Represented Individual Signature

\_\_\_\_\_  
Date

I have read the above statements to the above signed and witness:

\_\_\_\_\_  
Small Claims Court Navigator Signature

\_\_\_\_\_  
Date