

EXPLANATORY NOTES

LIST OF CREDITORS / VOLUNTARY DEPOSIT (SJ-226A)

The list of creditors is required to make a voluntary deposit undertaking, and it must be attached to the “Declaration by Voluntary Deposit Debtor” form (SJ-1086A). The invoices or account statements of all your creditors must be provided with the list of creditors (those documents will subsequently be returned to you). In order to speed up the opening of your file, it is preferable to complete the list before going to the courthouse.

You can also use this form to add creditors to a voluntary deposit file that already exists.

For further information, as well as the contact information for courthouses in the province of Québec, consult the list of courthouses on the website of the ministère de la Justice.

TYPES OF FORMS

This form is available in dynamic PDF format, meaning the form can be downloaded from www.justice.gouv.qc.ca and completed directly on screen.

- Dynamic PDF:

After completing the form, you must print it on letter-sized paper, i.e. 8.5 inches by 11 inches (215.9 mm by 279.4 mm). Be sure to set your printer to this paper size.

- Paper:

If you complete the form by hand, please write legibly in block letters.

PROCEDURE

Once the form is completed, keep a copy for your files. You must then send the list of creditors together with the “Declaration by Voluntary Deposit Debtor” form (SJ-1086A), where required, to the office of the courthouse:

- in your district (in the case of a voluntary deposit undertaking)
- or
- where the file was initially opened.

The clerk of the Court will then ensure the follow-up of your case with your creditors.

LIST OF CREDITORS / VOLUNTARY DEPOSIT

GENERAL INFORMATION

Before completing the list of creditors, it is preferable to consult the folder concerning voluntary deposit and the website of the ministère de la Justice at www.justice.gouv.qc.ca for full information on voluntary deposit.

As long as your voluntary deposit file is active, you can add creditors.

Fill out as many pages as needed to register all your creditors.

How to fill out this statement

Please provide all the information requested in this form, otherwise it will be returned to you. Do not hesitate to consult the clerk of the Court for any questions concerning the information to be entered in the form.

The numbers of the explanatory notes correspond to the parts of the form with the same numbers in frames.

1. Heading and file number: Enter the name of the district and locality, and your file number. When you make your voluntary deposit undertaking, the clerk of the Court will inform you of your file number.

2. Identification of debtor: Enter your name and full address.

3. Creditor: Legibly write the name and address of all your creditors, and the name and address of the collection agency or attorneys' office, as necessary.

For each debt, indicate the nature of the debt (merchandise, loan, lease, support, etc.), the creditor's account number or reference number, or the court file number, in the case of a judgment rendered against you, and the total amount owed (according to the most recent statement of account).

4. Signature: Enter the place and date of signing and sign each completed page.

1 District:
Locality:

File No.

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IDENTIFICATION OF DEBTOR

2	Given name	Surname		
	Address	Postal code		

ATTENTION

Write legibly the name and address of all your creditors and the name of the collection agency or law firm, where applicable.
For each debt, indicate the nature of the debt (merchandise, loan, lease, support, etc.), the creditor's account number or reference number, or the court file number, in the case of a judgment rendered against you, and the total amount owed.

3	Creditor (name and address)	Collection agency or attorney (name and address)	Nature of the debt
			Account number
			Amount owed

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		Amount owed

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		Account number
		Amount owed

At _____, on _____

4 _____
Debtor

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3

Creditor (name and address)	Collection agency or attorney (name and address)	Nature of the debt
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At _____, on _____

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Debtor

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At _____, on _____

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Debtor

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		Account number
		Amount owed

At _____, on _____

4 _____ Debtor

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At _____ , on _____

4 _____
Debtor