

MIT package working inventory

Court of King's Bench of Alberta · Regular FFP process · Individual requirements and directions may differ

An MIT package brings the relevant filed materials together for the regular FFP process. It is more than the MIT Summary. Organise the court documents, required proof and supporting material, then track filing, service and review separately. A prepared package is not yet a booked conference.

- ☐ Identify whether you are preparing an initial request, response or cross-application.
- ☐ List the required documents and the correct version of each.
- ☐ Distinguish an existing arrangement, a proposed change and supporting evidence.
- ☐ Record unresolved facts and missing material.
- ☐ Track filing, service and proof of service separately.
- ☐ Keep review directions, correction dates and booking confirmation with the inventory.

Your working notes

Document / version / what it supports

Filed / served / proof of service / dates and sources

Review direction / correction / next step

Official starting points

Court of King's Bench: FFP Notice, revised August 10, 2026

Court of King's Bench: FFP Manual, June 2026

Sources checked 22 October 2026. Use the current official materials and directions in your matter.

Read the accompanying NISI Journal article