

**REQUEST FOR STANDING OFFER (RFSO)  
JUS-RFSO-CTRPT-2016-001**

**FOR THE REQUIREMENT OF  
COURT REPORTING SERVICES**

**FOR THE  
DEPARTMENT OF JUSTICE CANADA  
ONTARIO REGIONAL OFFICE (ORO)**

**AMENDMENT 005**

**Contracting Authority:**  
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# **JUS-RFSO-CTRPT-2016-001**

## **AMENDMENT 005**

**There was an error in PART 2: Amendment to RFSO of Amendment 004. In order to correct this error,**

1. Within Appendix 1 to Annex A – Transcript Specifications for Federal Court Rules and Tax Court Rules, from both the 1) For Paper Copies: and 2) For Electronic Copies;

### **DELETE:**

For Federal Court:

- Each page shall contain no more than thirty (30) lines (exclusive of headings), using a 12 pitch font with the exception of the cover, the front page and the last page;
- The font to be used is Times New Roman, Arial or Tahoma;
- The names and complete addresses of witnesses called to testify shall be indicated in the transcript; and
- The margins are to be set:
  - Top Margin: not less than 2.5cm
  - Bottom Margin: not less than 2.5cm
  - Left Margin: not less than 3.5cm
  - Right Margin: not less than 3.5cm

For Tax Court:

- Text on each page shall be printed, typewritten, written or reproduced legibly on one side only, with double spaces between the lines
- The names and complete addresses of witnesses called to testify shall be indicated in the transcript; and
- The margins are to be set:
  - Left Margin: approximately 40mm

### **AND REPLACE WITH:**

Each page shall contain no less than twenty-eight (28) lines per page, using a 12 pitch font with the exception of the cover, the front page and the last page;

The font to be used is Courier New;

The names and complete addresses of witnesses called to testify shall be indicated in the transcript; and

The margins are to be set no greater than:

- Top Margin: 1.0"
- Bottom Margin: 1.0"
- Left Margin: 1.5"
- Right Margin: 1.0".