



A party may respond to a Request for a Tribunal Ordered Inquiry by completing a *Response to a Request for a Tribunal Ordered Inquiry (Form 13)*.

Follow these steps to respond:

1. Fill out this Form 13.
2. Deliver a copy of Form 13 to all parties.
3. Complete a *Statement of Delivery (Form 23)*.
4. File Form 13 and Form 23 with the Tribunal.

You must file your Response to a Request for a Tribunal Ordered Inquiry not later than **14 days** after the Request for a Tribunal Ordered Inquiry was delivered to you.

Download forms from the Forms & Filing section of the HRTO web site at
a paper copy or accessible format, contact us:

If you need

Human Rights Tribunal of Ontario
655 Bay Street, 14th floor
Toronto, Ontario M7A 2A3

Phone: 416-326-1312 Toll-free: 1-866-598-0322

Fax: 416-326-2199 Toll-free: 1-866-355-6099

TTY: 416-326-2027 Toll-free: 1-866-607-1240

Email:



Application Information	
Tribunal File Number:	
Name of Applicant:	
Name of Each Respondent:	

1. Your contact information (person or organization responding to this request)

First (or Given) Name		Last (or Family) Name		Organization (if applicable)	
Street Number	Street Name			Apt/Suite	
City/Town		Province	Postal Code	Email	
Daytime Phone	Cell Phone		Fax	TTY	

If you are filing this as the Representative (e.g. lawyer) of one of the parties please indicate:
 Name of party you act for and are filing this on behalf of: _____ LSUC No. (if applicable) _____

What is the best way to send information to you? Mail Email Fax
 (If you check email, you are consenting to the delivery of documents by email.)

Check off whether you are (or are filing on behalf of) the:
 Applicant Respondent Ontario Human Rights Commission
 Other - describe: _____

2. Please explain your position regarding the Request for a Tribunal Ordered Inquiry. You must provide complete submissions in support of your position. If you are submitting your Response on paper and need more space, please add more pages. Number each page.



3. Signature

By signing my name, I declare that, to the best of my knowledge, the information that is found in this form is complete and accurate.

Name:

Signature:

Date: (dd/mm/yyyy)

Please check this box if you are filing your response electronically. This represents your signature. You must fill in the date, above.

Collection of Information:

Under the Ontario *Human Rights Code*, the Human Rights Tribunal of Ontario (HRTO) has the right to collect the personal information requested on this form. We use the information to resolve your application. After you file the form, your information may also be available to the public. If you have questions about how the HRTO uses your personal information, contact the HRTO at 416-326-1312 or 1-866-598-0322 (toll-free.)