

Family law process in the Court of King's Bench

On January 2, 2026, the Court of King's Bench introduced the Family Focused Protocol (FFP) for family law cases. The FFP applies to most cases in the Court, even if your case has been going on for years.

The Court of King's Bench has four processes to deal with different issues:

- **Urgent Process:** for issues that cannot wait to go through the regular court process
- **Desk Process:** to get a court order by filing paperwork without appearing in court
- **Excluded Processes:** specific processes for specific issues, such as getting/changing child support when one parent lives in another province
- **Regular Family Process:** to deal with all other family issues

Most family cases go through the Regular Family Process. Below is a brief overview of the 5 main steps in that process.



1. Four mandatory pre-court requirements


Before you can ask the Court for help with a family law issue, you must complete all four requirements listed below, or ask a justice to waive or defer one or more of them.

1. Complete the Parenting After Separation course
2. Try to resolve your dispute outside of court
3. Share financial information (disclosure) with the other person
4. Meet with a Family Court Counsellor if you do not have a lawyer

2. Start an action

If you don't already have a case in the Court of King's Bench, known as an action, you or the other person must start one by filing and serving a commencement document: **Statement of Claim, Claim – Family Law Act** or **Originating Application**.

If you are asking the Court to make an order about something, the next step is the Mandatory Intake Triage (MIT) Conference.



3. Mandatory Intake Triage (MIT) Conference

The MIT Conference is a one-hour meeting between you, the other person and a justice in a courtroom. The justice can grant interim (temporary) orders, help you settle issues and move your case forward to the next best step.

To get to the MIT Conference, you must complete an **MIT Package**, which must include several documents. You must file and serve the MIT Package on the other person, then file an **Affidavit of Service** to prove you did this.

After the MIT Conference, the justice completes an **MIT Conference Report**, which sets out any deadlines you must follow and gives you permission to schedule any next steps.

If you and the other person still have unresolved issues after the MIT Conference, your case will likely move on to a Settlement Conference.

4. Settlement Conference

The Settlement Conference is a 2.5-hour meeting between you, the other person and a justice (a different one than at the MIT Conference). The justice will help you and the other person try to come to an agreement on all or some of the issues.

To get to the Settlement Conference, you and the other person must file a **Joint Request for Settlement Conference Date** form together. Each of you must also file a **Settlement Memorandum**, which must include certain information and be served on the other person at least 14 days before the conference date.

After the Settlement Conference, the justice will complete a **Settlement Conference Report**, which sets out what you and the other person agreed to.

If you and the other person do not resolve all your issues, the next step is a trial.

5. Trial

At a trial, a justice hears evidence from both of you and makes a final decision on all outstanding issues. To help you prepare for trial, the Court may order you to take one or more steps, such as going to further case conferences.



CPLEA has more information about the above processes and steps!

Find more details on CPLEA's website about family law in Alberta.

Visit family.cplea.ca/go-to-the-court-of-kings-bench or capture the QR code.

Funders and partners

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