An applicant may reply to any **new** matters raised in the Response (Form 2) by completing this Reply (Form 3). You should only file a Reply if **new** matters were raised in a Response and your Reply should only deal with the **new** matters that were raised by the respondent in the Response.

Note that an applicant who intends to prove a version of the facts different from those set out in a Response must set out the different version by completing this Reply (Form 3), **unless that different version is already contained in the Application**.

Follow these steps to reply:

1. Fill out this Form 3.
2. Deliver a copy of this Form 3 to the other parties and any trade union or occupational or professional organization and other person or organization identified as an affected party in the Application and Response.
3. Complete a Statement of Delivery (Form 23).
4. File this Form 3 and Form 23 with the Tribunal.

You have **twenty one (21)** days after the Response was delivered to you by the Tribunal to deliver and file a Reply.

Download forms from the Tribunal's web site tribunalsontario.ca/hrto. If you need a paper copy or accessible format, contact us:

Human Rights Tribunal of Ontario
15 Grosvenor Street, Ground Floor
Toronto, ON M7A 2G6

Phone: 416-326-1312 Toll-free: 1-866-598-0322
TTY: 416-326-2027 Toll-free: 1-866-607-1240
Email: hrto.registrar@ontario.ca

 © King's Printer for Ontario, 2025

Tribunals Ontario
Human Rights Tribunal of Ontario

Applicant's Reply to a Response
Form 3
Disponible en français

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

Identify the page or paragraph number of the Response where the new matter is raised and then explain your reply to this new matter. If you need more space please attach another sheet of paper. Number each additional page.

1A. What is the new matter raised in the Response? (page or paragraph number)

1B. What is your reply to this new matter? If you will submit a version of the facts different from that set out in the Response *and which was not included in your Application*, describe these facts here.

2. 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.

Signature: *(If filing electronically, sign by typing your name here.)*	Date: *(dd/mm/yyyy)*

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.)

 © King's Printer for Ontario, 2025