This guide is based on the 9th edition (2018) of *Canadian Guide to Uniform Legal Citation*. For further explanation and for more examples, please consult the *Guide*, which is available in print. Every effort has been made to ensure that the information in this QuickGuide is accurate and current. However, in case of discrepancies, the *Guide* is the authoritative source for citation information.

### General Rules
The standard for legal writing is to use footnotes. In-text references should only be used in memorandums or factums (sec. 1.2).

The *Canadian Guide to Uniform Legal Citation* requires the following rules to be followed in legal writing:

- **Pinpoint**: A pinpoint is used to cite a specific portion (page, paragraph, section, article, or footnote) of a text. (sec. 1.5)
- **Original source**: Always cite to the original source. The original source varies by type (i.e. legislation, jurisprudence, etc.); consult specific source sections for the original/authoritative source for each document type. (sec 1.7)
- **Online sources**: If content exists in another format, refer to that format first, but include reference to the online source for ease of access - include current and archived URL or a digital object identifier (DOI). (sec 1.6)
- **Introductory Signals**: Introductory signals are used “to indicate the logical relationship between the cited source and the proposition stated in the main text.” The default is to use an introductory signal in all cases, except (1) where the source is quoted or (2) the title of the source appears directly for the first time in the text (in the second case the title would not be included in the footnote). Example: See, See generally, see also, *Contra*, etc. (sec 1.3.6).
- **Short form**: If a source is referenced more than once, create a short form for subsequent references. The style of short form created is dictated by the source type. (sec. 1.4).
- **Subsequent references**:
  - *Ibid*: If a citation refers to the same source as an immediately preceding citation, use Ibid, and no short form is required. (sec 1.4.2)
  - *Supra*: To cite a source previously referenced, but not immediately preceding, use: “Short form, supra note X”. Supra refers to the entire source; always reiterate the pinpoint. If the pinpoint varies, include the relevant pinpoint in each citation. (sec. 1.4.3).

<table>
<thead>
<tr>
<th>Source</th>
<th>Initial Citation</th>
<th>Format</th>
<th>Source Specific Rules</th>
</tr>
</thead>
</table>
| **Case/Jurisprudence**  
(Sec. 3, Canadian Guide to Uniform Legal Citation) | *Vriend v Alberta*, 1996 ABCA 274 at para 11 [Vriend ABCA]. | Style of cause, neutral citation at pinpoint, [short form] (if applicable). | Neutral citation is created by reporting court. Never create a neutral citation if one does not currently exist. Parallel Citation, providing two or more sources is only required if a neutral citation is not available. |
<table>
<thead>
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<th>Source</th>
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</tr>
</thead>
</table>
| Legislation - Statutes  
(Sec. 2, Canadian Guide to Uniform Legal Citation) | Post-secondary Learning Act, SA 2003, c P-19.5, s.3.                             | Title, statute volume jurisdiction year, chapter, other indexing element, (session or supplement), pinpoint (if applicable). | Official electronic versions are cited in the same format as print, URL not required. Use official short title, usually found in first section of statute, if one exists. If statute reference includes session or supplement information, include in citation. |
| Legislation - Regulations                  | Alta Reg 184/2001, s 2.                                                          | Alta Reg number/year, pinpoint.                                        | Each jurisdiction has a different abbreviation for their regulations (ex. SOR, BC Reg). Some jurisdictions have revised and unrevised versions which are cited differently. See section 2.5.                                                |
| Government Document - Parliamentary Papers 
(Sec. 4, Canadian Guide to Uniform Legal Citation) | Alberta, Journals of the Legislative Assembly, 29th Leg, 1st Sess, vol 124 (15 June 2015) at 7 (Lois E. Mitchell). | Jurisdiction, legislature, title, legislative session, volume/number (date) pinpoint (speaker) (if applicable). | Indicate jurisdiction at start of citation if provincial/territorial. If federal, begin with title (ex: House of Commons Debates). Do not duplicate jurisdiction or legislature if included in document title (ex: Alberta Hansard or Journals of the Legislative Assembly). |
| Government Document - Non-Parliamentary Papers 
(Sec. 4, Canadian Guide to Uniform Legal Citation) | Canada, National Inquiry in Missing and Murdered Indigenous Women and Girls, Interim Report, (Ottawa: Privy Council Office, 2017). | Jurisdiction, issuing body, title, other information (publication information) pinpoint (if applicable). | Do not duplicate jurisdiction or issuing body if it is included in another element of the citation. If applicable, include individual/institutional author(s) (which differ from issuing body) and any additional information a reader would need to locate the source (ex: catalogue information, updated date, under review, etc.), after the title. |
| Book                                        | Kevin P. McGuinness, Canadian Business Corporations Law, 3rd ed (Toronto: LexisNexis Canada, 2017) vol 1 at 30. | Author, title, edition (if applicable) other elements (if applicable) (place of publication: publisher, year of publication) pinpoint (if applicable) (electronic service) (if applicable). | This book example: The volumes are subdivisions of a single title, therefore, the volume is inserted after the publication information. See section 6.2.4                                                                 |
| Encyclopedic Digests                        | CED 4th (online), Animals, "Dogs: Guide and Service Dogs: Alberta" (X.5.(b)) at § 368. | CED edition (online), subject matter (series) (if applicable), “detailed subject & subheadings” (CED Subheading code) section. | See section 6.4 for guidance in citing in print.                                                                                                                                                                          |
### Source | Initial Citation | Format | Source Specific Rules
--- | --- | --- | ---
**Article (retrieved in print)**  
(Sec. 6.1, Canadian Guide to Uniform Legal Citation) | Richard Albert, “The Difficulty of Constitutional Amendment in Canada” (2015) 53:1 Alta L Rev 85 at 93. | Author, “title of article” (year) volume: issue (if applicable) abbreviation of journal page pinpoint. | 
**Article (retrieved electronically from a database)**  
(Sec. 6.1, Canadian Guide to Uniform Legal Citation) | Cameron Hutchison, “Understanding Copy Right” (2016) 28 IPJ 315 (WL Can). | Author, “title of article” (year) volume: issue (if applicable) abbreviation of journal page pinpoint (if applicable) (electronic service). | 
**Blogs - Blog Posts**  
(Sec. 6.19.14.1, Canadian Guide to Uniform Legal Citation) | F. Tim Knight, “A Model Open Access Journal Publication Agreement” (10 July 2017), online (blog): SLAW <www.slaw.ca/2017/07/10/a-model-open-access-journal-publication-agreement/> [perma.cc/GJ9M-T6GM]. | Author, “title of the page/article” (date of the page/article) (if applicable), online (blog): title of website/blog name <URL> [archived URL]. | See section 6.19 for examples and guidance on citing sources found solely or primarily online. It’s likely that sometimes some information can’t be found. In such cases, exercise judgement and include basic, critical information so that readers can track the source.  

### Sample Bibliography/Table of Authorities
Organize bibliographies/tables of authorities into the following sections, respectively: Legislation, Jurisprudence, and Secondary Materials (sec. 1.1, Canadian Guide to Uniform Legal Citation).

**LEGISLATION**


**JURISPRUDENCE**

_Vriend v Alberta, 1996 ABCA 274._

**SECONDARY MATERIAL: MONOGRAPHS**


**SECONDARY MATERIAL: ARTICLES**


**Questions? Ask Us!**
Anatomy of a Citation

This example describes the elements of a statute (legislation) citation.

*Post-secondary Learning Act*, SA 2003, c P-19.5, s.3.

- **Title of Act**
- **Statute Volume**
- **Jurisdiction**
- **Year**
- **Chapter**
- **Pinpoint**

This example describes the elements of a case citation.

*Vriend v Alberta*, 1996 ABCA 274

- **Neutral Citation (online)** = the 274th case in 1996 for the Alberta Court of Appeal

**Note:** In general, a parallel citation is unnecessary where reference is made to neutral citation. However, in the absence of a neutral citation providing at least two sources (main citation & parallel citation) is strongly recommended. (Sec. 3, *Canadian Guide to Uniform Legal Citation*)

Questions? [Ask Us!](#)