

**EARNINGS LOSS EVALUATIONS  
DOCUMENTS & INFORMATION REQUIRED**

1. The individual's name, gender and date of birth
2. Type of case: personal injury, sexual abuse, etc.
3. Date of the incident causing loss
4. Trial date or valuation date
5. Highest level of education achieved
6. Employment history: names of employers, job titles / classifications, record of any time out of the labour market and reasons for time out
7. Earnings history: tax returns, pay records, T-4s
8. Union collective agreements, if applicable
9. List of non-wage ("fringe") benefits, and cost to employee and employer, if available
10. Medical reports outlining disabilities (we do not require hospital records or clinical notes)
11. Vocational rehabilitation and functional capacity evaluation reports, if completed
12. If the individual is a minor, the parents' educational attainment levels and occupations. Also, details of the individual's future educational and/or occupational plans
13. The plaintiff's income loss report (if being retained by defence counsel)