

Employment  
and Assistance  
Appeal Tribunal

Appeal Adjournment Request

Section 85(1) of the Employment and Assistance Regulation requires the consent of both parties and the chair of the Tribunal for an adjournment. If the adjournment request is being made more than 1 business day prior to the scheduled hearing, please complete this form, obtain the consent and signature of the other party, and return it immediately to the Tribunal. The form must be received by the Tribunal more than 1 business day prior to the hearing. If an adjournment request is being made within 1 business day of the scheduled hearing, the request must be made to the panel at the hearing.

I, \_\_\_\_\_, request an adjournment of the hearing under the *Employment and Assistance Act*, scheduled for: \_\_\_\_\_ for Appeal Number \_\_\_\_\_.  
Month/Day/Year

Reason(s) for Request: \_\_\_\_\_  
\_\_\_\_\_

To be completed by the Appellant

Name	Consent Provided: Yes <input type="checkbox"/> No <input type="checkbox"/>
Signature	Date:

To be completed by the Ministry

Name	Consent Provided: Yes <input type="checkbox"/> No <input type="checkbox"/>
Signature	Date:

To be completed by the Tribunal Chair

Request approved: Yes <input type="checkbox"/> No <input type="checkbox"/>	
Reason not approved _____ _____	
Tribunal Chair Signature:	Date:

Send the completed Appeal Adjournment Request to:  
Employment and Assistance Appeal Tribunal  
PO Box 9994 Stn Prov Govt Victoria BC V8W 9R7  
Toll Free Fax: 1-877-356-9687  
Fax in Victoria: 250-356-9687  
Questions? Call Toll Free: 1-866-557-0035, or in Victoria: 250-356-6374

The personal information requested on this form is collected under the authority of and will be used for the purpose of administering the *Employment and Assistance Act*, the *Employment and Assistance for Persons with Disabilities Act* and the *Child Care Subsidy Act*. The disclosure of this information is subject to the provisions of the *Freedom of Information and Protection of Privacy Act*. If you have any questions about the collection, use and disclosure of this information, please contact the Employment and Assistance Appeal Tribunal.