

WHAT DO I DO WITH THE “REFERRAL FOR REVIEW AFFIDAVIT” FORM?

The attached form is an affidavit that must be sworn prior to being filed with the Violation Ticket Centre. Take the affidavit to a *commissioner for taking affidavits*.

WHAT IS A COMMISSIONER FOR TAKING AFFIDAVITS?

All lawyers, notaries public and also certain staff at the Vancouver Robson Square Court registry are commissioners. The person whose evidence is in the affidavit will be asked to swear or affirm that the contents are true. Bring identification with you, as you may be asked to produce it.

Please note that the commissioner will likely charge a fee, and that neither the commissioner nor any other registry staff member will assist with completing the content of the affidavit.

WHAT DO I ATTACH TO THE AFFIDAVIT?

You should attach your Fare Infraction Ticket and the decision letter from the arbitrator to the affidavit.

WHERE DO I SEND THE ATTACHED FORM?

Once your form has been signed by a Commissioner, please make a copy for your records. Within 30 days of receiving your notice of decision from the arbitrator, please send the original signed form, the Fare Infraction Ticket and the arbitrator’s decision letter to:

Supervisor of the Violation Ticket Centre
PO Box 2164 STN MAIN
Vancouver BC V6B 3V3

In the Provincial Court of British Columbia

In the case between _____ *(name of person disputing the ticket)*

and

South Coast British Columbia Transportation Authority

I, _____
NAME ADDRESS OCCUPATION

SWEAR (OR AFFIRM) THAT:

1. I have read the referral for review dated _____ and the facts set out in that referral for review are true. *[insert date dd/mmm/yyyy]*
2. Attached as Exhibit A to this affidavit is a copy of the ticket referred to in the referral for review.
3. Attached as Exhibit B to this affidavit is a copy of the arbitrator's notice referred in the referral for review.
4. In support of the basis for review that I requested in the referral for review, the following facts are relevant and true:

[Using separate paragraphs, set out the material facts that support the basis selected in the referral for review. If you require more space, please attach any additional information on a separate sheet.]

a)

b)

c)

SWORN (OR AFFIRMED) BEFORE ME

at, _____ British Columbia

on _____
dd/mmm/yyyy

*A commissioner for taking affidavits
for British Columbia*

[print name or affix stamp of commissioner]