

Payment and Dispute Instructions

How to pay this ticket

At most Canadian Financial Institutions

Make your payment by cash, cheque, or money order (payable to Insurance Corporation of British Columbia) with the remittance slip at any participating Canadian Financial Institution. Call 1-800-772-8120, or 604-664-0700 in the Lower Mainland, for further information.

By mail

You may pay by mail by sending your cheque or money order (payable to Insurance Corporation of British Columbia) in the enclosed self-addressed envelope or to the address below. **Do not send cash in the mail.** A receipt will NOT be sent back to you.

TICKET PAYMENT PROCESSING
BAG 6300 STN TERMINAL
VANCOUVER BC V6B 6G6

Your payment must be accompanied by the remittance slip, or a copy of this Violation Ticket, or a note including:

- the ticket number (from the top of this Violation Ticket),
- your full name, address, driver's licence number and date of birth, and
- the violation date, and the section of the Park, Conservancy and Recreation Area Regulation.

If you do not provide these details, your payment might not be credited to you, and the ticketed amount may remain outstanding.

In person

You may make payments at any Driver Services Centre, Motor Licence Office, Government Agent's Office, or Provincial Court Registry in the Province of British Columbia during regular business hours. Present this copy of the ticket along with the payment.

Note:

- Dishonoured cheques will be subject to additional administrative charges.
- By paying all or a portion of the ticketed amount, you will be deemed to have pleaded guilty to the described offence.
- Because you have not been charged as a driver, a disposition of guilt by the Court or a guilty plea will not result in any penalty points being assessed to your driving record.

How to dispute this ticket

Can I dispute this ticket?

Yes. If you dispute the allegation or the fine portion of the ticketed amount, you or your agent will have to go to the Provincial Court for a hearing.

How much time do I have to dispute?

If you have received this Violation Ticket by mail, you may dispute the allegation or the fine portion of the ticketed amount within forty-five (45) days of the "Date Violation Ticket Completed".

If this Violation Ticket has been served on you by an enforcement officer, you may dispute the allegation or the fine portion of the ticketed amount within thirty (30) days of the date this Violation Ticket was served on you.

How do I dispute?

In person

You may deliver your Notice of Dispute to the address indicated on this Violation Ticket or to any Driver Services Centre, Motor Licence Office, Government Agent's Office, or Provincial Court Registry in the Province of British Columbia. You will need to bring this copy of the Violation Ticket and you may be required to fill out a Notice of Dispute form, as provided at that location.

By mail

If you wish to send your Notice of Dispute by mail, write to the following address:

TICKET DISPUTE PROCESSING
BAG 3510
VICTORIA BC V8W 3P7

Your Notice of Dispute must indicate whether you are disputing the alleged offence or the fine portion of the ticketed amount and it must either be accompanied by a copy of this Violation Ticket or a note including:

- the Ticket Number (from the top of this Violation Ticket),
- your full name, address, driver's licence number and date of birth, and
- the violation date, and the section of the Park, Conservancy and Recreation Area Regulation.

If you do not provide these details, the dispute might not be recorded and you may be deemed to have pleaded guilty to the described offence.

What happens after I have disputed this ticket?

You will be sent a notice telling you the court location and time for your hearing. You or your agent will have to appear in person at that time and location to dispute the ticket before the Provincial Court.

What happens if I fail to attend my hearing?

The ticket will be treated as not disputed, a conviction will be entered and the ticketed amount will immediately become payable. See above regarding non-payment.