MUNICIPAL TICKET INFORMATION

HOW TO PAY THIS TICKET

WHAT IS THE EASIEST WAY TO PAY?

You may pay by mail, by sending your cheque or money order (payable to <*Community Name*>, in Canadian funds) to the address below.

Do not send cash in the mail. A receipt will NOT be sent back to you.

University Endowment Land Administration
5495 Chancellor Boulevard, Vancouver, BC V6T 1E2

Your payment must be accompanied by a copy of the other side of this ticket, or a note giving sufficient information to identify this ticket, including:

- the TICKET NUMBER (from the top right corner on the face of this ticket);
- your FULL NAME and MAILING ADDRESS;
- the DATE OF OFFENCE and the BYLAW NAME and SECTION of the offence.

NOTE:

If you do not provide sufficient details, your payment might not be credited to you, and the fine may remain outstanding. By paying the fine, you will be deemed to have pleaded guilty to the described offence. If there is an early fine payment option noted on this ticket, the payment must be postmarked on or before the 30th day from the date of service of this ticket.

MAY I PAY FOR THIS TICKET IN PERSON?

Yes. You may make payment at the address above during regular business hours. Present this copy of the ticket, along with your payment.

WHAT HAPPENS IF I DO NOT PAY?

If the fine is not paid or the allegation contained in this ticket is not disputed (see reverse) within 14 days from the date of service of this ticket, you will be deemed to have pleaded guilty to the offence charged and the fine amount will be immediately payable.

HOW TO DISPUTE THIS TICKET

MAY I DISPUTE THIS TICKET?

Yes. If you dispute the allegation contained in this ticket you or your agent will have to attend the Provincial Court of British Columbia for a hearing.

HOW MAY A NOTICE OF DISPUTE BE MAILED?

If you wish to send your notice of dispute by mail, write to the following address;

University Endowment Land Administration
5495 Chancellor Boulevard, Vancouver, BC V6T 1E2

Your notice of dispute should contain the following information:

- the TICKET NUMBER (from the top right corner on the face of this ticket);
- your FULL NAME and MAILING ADDRESS;
- the DATE OF OFFENCE and the BYLAW NAME and SECTION of the offence.

NOTE:

If you do not provide these details, the notice of dispute may not provide sufficient information, and you may be deemed not to have disputed the described offence.

HOW MUCH TIME DO I HAVE TO DISPUTE?

If you wish to dispute, you have up to 14 days from the date of service shown on the face of this ticket to deliver, have delivered or mail your notice of dispute. Your notice of dispute must be postmarked on or before the 14th day from the date of service of this ticket.

MAY I DELIVER A NOTICE OF DISPUTE IN PERSON?

Yes. You may deliver your notice of dispute to the above address. You should bring this copy of the ticket, and you may be asked to fill out a notice of dispute form.

WHAT HAPPENS AFTER MY NOTICE OF DISPUTE HAS BEEN RECEIVED?

You will receive notice in the mail from the Provincial Court Registry informing you of the time and location of your hearing. If you do not attend the Court on the indicated date, the ticket will be treated as not disputed, you will be deemed to have pleaded guilty to the offence charged and the fine amount will be immediately payable.