Complete this form if you need more time to prepare for your hearing. As per section 85(1) of the Employment and Assistance Regulation, you must obtain the consent and signature of the other party and submit the completed form to the Tribunal more than one business day before the hearing. If the request is approved by the Tribunal Chair, the general rule is to reschedule the hearing within 15 business days of the adjourned date.

If an adjournment request is submitted to the Tribunal within one business day of the hearing, the request must be made to the panel at the hearing.

TO BE COMPLETED BY APPELLANT						
NAME	TELEPHONE NUMBER			APPEAL NUMBER		
Reason(s) for your request for an adjournment:						
APPELLANT'S SIGNATURE OR PIN		DATE (MONTH/DAY/YEAR)				
TO BE COMPLETED BY THE MINISTRY			Consent Provided Yes		No	
NAME						
SIGNATURE DATE (MONTH/DA'						
SIGNATORE						
TO BE COMPLETED BY THE TRIBUNAL CHAIR			Cons	sent Provided	Yes	No
Reason(s) for the decision:						
TRIBUNAL CHAIR'S SIGNATURE	DATE (MONTH/DAY/YEAR)					

Send the completed request to:

Employment and Assistance Appeal Tribunal Toll Free Fax: 1-877-356-9687 Fax in Victoria: 250-356-9687 Email: info@eaat.ca

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.