

[Date]

Our File: GA

Dear :

We regret to inform you that you are not eligible for income assistance for [month and year]. Your net income in [month and year] is more than the amount of assistance payable to your family unit, even after your earnings exemption is applied.

This decision is made under Section(s) [EAW to insert reference to applicable Act and Regulation] (attached).

If you are dissatisfied with this decision, you can ask the ministry to reconsider it. You have 20 business days from the day you receive this letter to submit a completed Request for Reconsideration form. You can get this form and all information we considered to make this decision from your Employment and Assistance office or by phoning the ministry. We have enclosed the Reconsideration and Appeals brochure to give you more information.

If you have any questions, please contact the Ministry of Social Development [choose one]

Sincerely,

Ministry Worker

HSD3225(10/12/07)

Attachments [attach applicable legislation]

[ Reconsideration and Appeals brochure]

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The Ministry of Social Development operates under the authority of the *Employment and Assistance Act* and Regulation, and the *Employment and Assistance for Persons with Disabilities Act* and Regulation.

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