



August 12, 2015

SR #: Number (if applicable)

Case #: Number (if applicable)

MIS Case #: Number (if applicable)

Client Name  
1010 Street Name  
City, BC V8V 8V8

Dear Client Name:

You are receiving income assistance from the Ministry of Social Development and Social Innovation and have applied for Canada Pension Plan Benefits (CPP). If your CPP application is approved and you receive backdated CPP benefits, Service Canada will reimburse the Ministry of Social Development and Social Innovation for the amount of income assistance that was issued to you during that time period.

Enclosed is the Consent to Deduction and Payment form (ISP1613), which authorizes Service Canada to repay the ministry. You are required to sign the Consent to Deduction and Payment form as per the Employment and Assistance Regulations section 9.

Please note that signing the Consent to Deduction and Payment form is intended to prevent duplicate payments and will not result in a reduction to your personal benefit amount.

If you experience problems or have questions while completing this form, please contact the ministry at:

**Phone: 1-866-866-0800**

Please send your completed original documents to:

**Mailing Address: Provincial CPP Recovery Program - FASB  
PO Box 9950 Stn Prov Govt  
Victoria, BC V8W 9R3**

The completed Consent to Deduction and Payment form must be returned to the ministry no later than September 1, 2015. If the completed form is not returned by that date, your income assistance cheque for September 2015 will be held until we are able to determine your ongoing eligibility.

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

**Ministry of Social  
Development and  
Social Innovation**

**Provincial CPP  
Recovery Program -  
FASB**

**Mailing Address**  
PO Box 9950 Stn Prov Govt  
Victoria, BC V8W 9R3

**Telephone: 1-866-866-0800**  
**Facsimile: 1-866-696-5006**

Thank you for your attention to this matter.

Sincerely,

Provincial CPP Recovery Program - FASB

HR3489 (15/08/05)

Enclosure(s): Consent to Deduction and Payment form (ISP1613)

SAMPLE

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

**Ministry of Social  
Development and  
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**Provincial CPP  
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