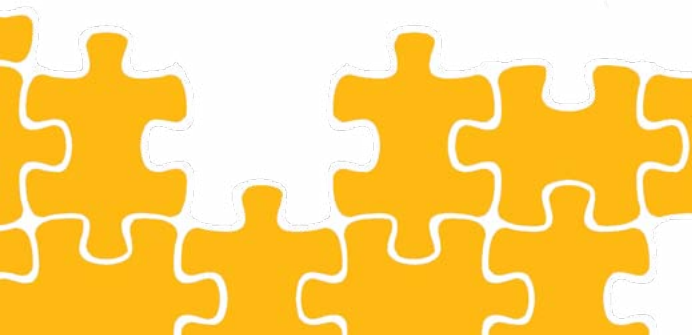


# RESTITUTION PROGRAM: Information for Offenders



BRITISH  
COLUMBIA



# Help is available...

## **What is restitution?**

If a victim experiences a financial loss as a result of a crime and an offender has been found guilty, a criminal court judge may order the offender to pay financial compensation, in the form of “restitution,” to the victim. If the restitution amount is not paid in full, the order is enforceable by the victim in civil court.

## **What is the Restitution Program?**

The Restitution Program provides information about restitution, including how you can pay your restitution order. Where appropriate, the Restitution Program will open a file to facilitate payment from you to the victim on your unpaid restitution order.

## **Who can apply (or be referred) to the Restitution Program?**

- ✓ Do you have an unpaid restitution order?
- ✓ Are you over 19 and was your restitution order issued by an adult criminal court in BC?

If you answered “yes” to these questions, you can apply (or be referred by your parole/probation officer) to the Restitution Program using the form included on the back of this brochure also available at [www.gov.bc.ca/victimrestitution](http://www.gov.bc.ca/victimrestitution). If you are unsure of the answer to these questions, please contact the Restitution Program. Note: if you have a probation officer, the Restitution Program may need to seek his or her permission before opening a file.

## **What does the Restitution Program do?**

- We work to engage the victim(s) named on the restitution order in the Program.

- We work with you to confirm your intentions for payment are realistic, achievable, and consistent with timely compliance of the order.
- We accept full or partial restitution order payments (e.g., installments) from you and pay the victim on your behalf.
- We ensure your payments are distributed equitably on orders with multiple victims.
- We communicate your progress to your supervising probation or parole officer upon request and to the victim.

## **What are the benefits to working with the Restitution Program?**

- No appearances in civil or criminal court are required as part of your involvement in the Restitution Program.
- Initiating payments helps you to demonstrate a willingness to comply with your court order.
- Your participation may help you to avoid impacts to your credit rating.
- Working with the Program eliminates the need for you to contact the victim(s) named on the order.

## **What if I can't pay my court ordered restitution?**

We invite you to complete an application for the Restitution Program regardless of whether you think you can pay right now. The Restitution Program encourages compliance with court ordered restitution in a timely manner. We recognize that you may have a variety of financial obligations; we consider individual capacity when working with you to develop realistic payment goals (e.g., length of time to complete payment; amount paid per installment).

# if you own money on

## **What happens after I apply?**

Once you apply to the Restitution Program:

**Step 1:** We assess your application to ensure we can facilitate your restitution payments.

**Step 2:** We connect with the victim listed on the restitution order and invite them to work with the Program.

**Step 3:** We discuss payment options with you to determine the best plan given your current circumstances.

**Step 4:** You may begin making payments.

**Step 5:** We forward restitution money received from you to the victim listed on the restitution order.

**Step 6:** We provide "Statements of Restitution Payment" for your records each time cheques are mailed to the victim.

*We consider safety concerns of all parties listed on the restitution order on an ongoing basis.*

## **What if I am in federal custody?**

While you are in federal custody you can make payments to the Restitution Program from your institutional bank account. We can assist you in getting started.

## **What if I am the victim (not the offender) named on the restitution order?**

Please contact us. We may be able to facilitate restitution payments to you and we can answer your restitution-related questions. You may apply to the Program using the form available at: [www.gov.bc.ca/victimrestitution](http://www.gov.bc.ca/victimrestitution)

# a restitution order.

## **How can I connect with the Restitution Program?**

Restitution Program

Ministry of Public Safety and Solicitor General

PO Box 5550 Station Terminal

Vancouver BC V6B 1H1

Lower Mainland Phone: 604-660-4898

Toll Free: 1-844-660-4898

Email: [Restitution@gov.bc.ca](mailto:Restitution@gov.bc.ca)

Fax: 604-660-5340

Website: [www.gov.bc.ca/victimrestitution](http://www.gov.bc.ca/victimrestitution)

To apply to the Restitution Program, please complete and sign this application form and return it to the address below.

## Restitution Program Application Form

### Applicant Information

Offender Name: \_\_\_\_\_ Date of Birth (YY-MM-DD): \_\_\_\_\_

Relationship to victim(s): \_\_\_\_\_

Mailing Address (Apt., Street, PO Box): \_\_\_\_\_

City/Town, Province, Postal Code: \_\_\_\_\_

Home phone: \_\_\_\_\_ Detailed msg ok?  Cell phone: \_\_\_\_\_ Detailed msg ok?

Email Address: \_\_\_\_\_ Detailed msg ok?

### Correctional Information

Parole/Probation Officer Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_ Custody Location (if applicable): \_\_\_\_\_

### Restitution Order Information

Victim Name(s): \_\_\_\_\_

Court file number(s): \_\_\_\_\_ Court Location: \_\_\_\_\_

**Where possible, please include a copy of the Restitution Order when submitting this application.**

*By signing this form, I am applying to the Restitution Program for assistance in the facilitation of my restitution order and I confirm that I am the individual named on this form.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### Collection Notice

*The collection of your personal information as part of the Restitution Program is authorized under section 26(c) of the Freedom of Information and Protection of Privacy Act for the sole purposes of helping you provide victim(s) with financial compensation in the form of "restitution." If you have any questions about the collection of your personal information please contact: Restitution Program Manager, PO Box 5550 Station Terminal, Vancouver, BC, V6B 1H1.*

**Please submit your completed application via mail, fax or email to:**

**Restitution Program**

**PO Box 5550 Station Terminal**

**Vancouver, BC, V6B 1H1**

**Email: Restitution@gov.bc.ca**

**Fax: 604-660-5340**