

Request to Appear by Audioconference or Videoconference

To: COURT REGISTRY

Location: _____

Fax: _____

Email: _____

Federal Contraventions Violation Ticket Number

Date Of Alleged Contravention

Court Location

Appearance Date And Time

Officer's Name

Contact Information: Please complete **ALL** fields

Name: _____
First Name Last Name

Mailing address: _____
Street Address, Apt No, Box Number

City Province Postal Code

Contact number: (_____) _____ ☐ Cell ☐ Home ☐ Work
Area Code Phone Number (this number should also be the number we can contact you at if matter is scheduled for a telephone appearance)

Email address: _____

Attendance method: I am making this request to ask the Court for permission to attend the appearance date indicated for the above noted Federal Contraventions Act Violation Ticket by: Select which option(s) apply

☐ Telephone ☐ Videoconference (MS Teams)

Request details: Please complete the following section.

I AM disputing the ☐ Allegation **OR** I AM disputing the ☐ Fine amount *

☐ I need an Interpreter who speaks _____ (Language(s)).

Reason(s) I am requesting to appear remotely:

***Note:** If you wish, instead, to request a reduction in the ticketed amount and/or time to pay without appearing remotely or in-person you may complete the Violation Ticket Statement and Written Reasons form (PTR816) and send it to the court registry. Link to form: <https://www2.gov.bc.ca/assets/gov/law-crime-and-justice/courthouse-services/court-files-records/court-forms/traffic/ptr816.pdf>

Complete this section:

By submitting this form, I am requesting to attend my Federal Contraventions Act ticket appearance remotely and I understand that:

- it is within the Court's discretion to permit or deny my request to appear remotely and that I must submit this request a minimum of five business days before my scheduled appearance.
- if I am permitted by the Court to appear remotely, I must read and abide by [NP21](#).
- failure to attend this appearance remotely or in-person as required, in addition to at the JCM's office as required, and failure to remain available until my matter is concluded may result in my matter being deemed not disputed and a conviction being entered.

Dated: _____ Signed/acknowledged: _____

Disputant or Agent (print name of agent): _____

Court Use Only: Permission ☐ Granted ☐ Denied

Terms/Reasons

Dated: _____ Judge or Judicial Justice: _____