



June 19, 2018

Dear :

The BC Employment and Assistance program provides assistance to eligible British Columbians. The ministry conducts .

Based upon this , the ministry believes that an overpayment may have occurred, that is, you may have received assistance for which you were not eligible.

The ministry believes the potential overpayment may have occurred due to .

The amount of the potential overpayment has been calculated at . The enclosed chart shows the months in which the overpayment occurred, the reason for the overpayment, and the amounts for each month. Please note that this chart is not final, the overpayment calculated on the chart has not yet been added to your file and may change if new information is received. If you have any information related to the potential overpayment, please submit this information to the ministry for consideration by .

If the ministry concludes that you have been overpaid, the debt will be added to your file, and deductions will be made from your future assistance payments until the debt is repaid. You will be notified of the overpayment decision in writing and you will have the right to request that it be reconsidered within 20 business days of receiving the notification. If there are no changes, your monthly assistance will remain the same and you will be contacted when the has concluded.

The Ministry of Social Development and Poverty Reduction 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
Poverty Reduction**

Mailing Address

Telephone:

Facsimile:

www.myselfserve.gov.bc.ca

HR3042 (18/03/26)

Security Classification: PERSONAL

As a reminder, you are required to accurately and completely report your income, assets, and circumstances, including any changes, when you apply for assistance and on the monthly report form (HR0081, or “stub”). If an overpayment occurs due to inaccurate or incomplete reporting, a sanction may be applied. This sanction is a reduction of \$25 in the amount of your assistance for three months for the first occurrence of an overpayment due to inaccurate or incomplete reporting, six months for the second occurrence, and twelve months for the third or subsequent occurrences. You will be advised in writing if a decision to add a sanction is made, and you will have the right to request a reconsideration of the decision.

If you wish to discuss further, are unable to provide information by the date indicated, or have any questions about the overpayment, the repayment terms or about submitting additional information, please call at .

Sincerely,

Enclosures: Overpayment Chart
Reconsideration and Appeals brochure

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