



July 21, 2014

SR #: Number

Case #: Number

MIS Case #: Number (if applicable)

Client Name
Client Address
City, BC X1X 1X1

Dear Client Name:

Attached is a copy of your maintenance order or written agreement. It is a requirement that your order be enrolled with the Family Maintenance Enforcement Program (FMEP) for payment monitoring and, if necessary, enforcement.

Completion of the enclosed FMEP enrolment forms is mandatory. Please complete and return these forms before July 1, 2014.

Respondent Name may be required to make payments on the order before the enrolment process is complete. Please note that you are allowed to accept direct payments from Respondent Name, **but only up until you are notified that your order or written agreement is enrolled with FMEP. Once the order or written agreement is enrolled, you may not accept maintenance payments directly from Respondent Name.**

All maintenance income that you receive must be declared on your Monthly Report (cheque stub) to the Ministry of Social Development and Social Innovation, next to the income description "*Maintenance/Alimony/Support.*"

If you have questions, please contact me at Worker Number.

Sincerely,

Worker Name
Family Maintenance Worker

HR3282 (14/07/17)

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

Office Name

Mailing Address
Office Mailing Address

Telephone: Office Phone
Facsimile: Office Fax