



May 28, 2015

SR #: Number (if applicable)

Case #: Number (if applicable)

MIS Case #: Number (if applicable)

Client Name
1010 Street Address
City, BC V9V 9V9

Dear Client Name:

A hearing has been set in the matter between Client Name versus Respondent Name on June 1, 2015 at 2.00pm at:

Court Name
333 Fake Street
City, BC X1X 1X1

You are required to attend the hearing. If you are still in receipt of assistance and are in need of financial help to attend court or for daycare services while you attend court, please contact me at Worker Number as soon as possible.

The lawyer who will be acting on behalf of the ministry in this matter is:

Lawyer/Law Firm
5050 Legal Street
City, BC V0V 0V0

Failing to attend appointments, including court hearings when required to do so, is contrary to the terms of the Assignment of Maintenance Rights, which you signed. Continued assistance by the Family Maintenance Program may be affected if you do not attend the hearing, noted above.

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
PO Box 9974, Stn Prov Govt
Victoria, BC V8W 9R5

Telephone: Office Phone
Facsimile: Office Fax

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

Sincerely,

Worker Name
Family Maintenance Worker

HR3309 (15/05/01)

cc: Government Lawyer

SAMPLE

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