

ACCEPTANCE OF OFFER

IN THE PROVINCIAL COURT OF BRITISH COLUMBIA (SMALL CLAIMS COURT)

REGISTRY FILE NUMBER

REGISTRY LOCATION

ACCEPTANCE OF OFFER

In the case between	
NAME _____	CLAIMANT(S)
and	
NAME _____	DEFENDANT(S)
and	
NAME _____	THIRD PARTY(IES)

ACCEPTANCE OF OFFER
The claimant(s) or defendant(s) or third party(ies)

_____ name

accepts the offer to settle in full settlement of the claim, interest and expenses, made by

served on _____ date

Dated _____ date of completion

at _____ city and province

_____ sign, print or type name

<p>TIME LIMIT FOR ACCEPTANCE A party who receives an offer has 28 days after being served with the offer to accept the offer. No response will be considered a rejection.</p> <p>ACCEPTANCE OF OFFER To accept an offer to settle, a party must complete this form and within 28 days of being served the offer, serve the other party as outlined in Rule 10.1(3)(b).</p> <p>FILING OFFER AND ACCEPTANCE If a party served with an Acceptance of Offer files the offer and the acceptance in the registry, the acceptance is deemed a payment order.</p>	<p>REGISTRY USE ONLY</p> <p>Dated _____</p> <p>_____ signature</p>
--	---

CERTIFICATE OF SERVICE

REGISTRY FILE NUMBER

REGISTRY LOCATION

CERTIFICATE OF SERVICE

Fill in:
Who served the document(s)?
The name of the party served;
When were the document(s) served?
Where were the document(s) served?

I certify that

I, _____
served _____

on _____
Day/Month/Year

at _____
Street address or location, city, province

with _____

LIST and ATTACH ALL document(s) that you served.

Tell how service took place by checking appropriate box(es) for:

by

an individual; Leaving a copy of it with him or her.
 Mailing a copy of it by registered mail to him or her.

a company as defined in the *Business Corporations Act*; Mailing a copy of it by registered mail to the registered office of the company.
 Leaving a copy of it at the registered office of the company
 at the place of business of the company, with a receptionist or a person who appears to manage or control the company's business there
 with a director, officer, liquidator, trustee in bankruptcy or receiver manager of the company.

Insurance Corporation of BC (ICBC) Mailing a copy of it by registered mail to the legal department at the Insurance Corporation of British Columbia (ICBC).
 Leaving a copy of it at the legal department at the Insurance Corporation of British Columbia (ICBC).

an extraprovincial company as defined in the *Business Corporations Act*; Mailing a copy of it by registered mail to the attorney shown in the corporate registry.
 Leaving a copy of it with the attorney shown in the corporate registry.
 Leaving a copy of it at the head office shown in the corporate registry if that head office is in British Columbia.
 Mailing a copy of it by registered mail to the head office shown in the corporate registry if that head office is in British Columbia.

a partnership; Mailing a copy of it by registered mail to a partner.
 Leaving a copy of it with a partner
 at the place of business of the partnership, with a person who appears to manage or control the partnership business there
 with a receptionist who works at a place of business of the partnership.

a municipal corporation, regional district or other local government body; Giving a copy to the clerk, deputy clerk or a similar official.

a young person; Leaving a copy of the notice with the defendant's mother, father or guardian.

a society within the meaning of the *Societies Act*; Mailing a copy of it by registered mail to the mailing address of the society's registered office on file with the Registrar of Companies.
 Leaving a copy of it at the delivery address of the society's registered office on file with the Registrar of Companies
 with a director, officer, receiver manager or liquidator of the society.

a corporation incorporated outside British Columbia if it is not an extraprovincial company; Mailing a copy of it by registered mail to a place of business or registered office of the corporation outside British Columbia.
 Leaving a copy of it at a place of business or registered office of the corporation outside British Columbia with a receptionist or a person who appears to manage or control the corporation's business
 with a director, officer, liquidator, trustee in bankruptcy or receiver manager of the corporation.

ordinary mail (and fill in the date mailed); Mailing a copy of it by ordinary mail to that person's address on _____ (NOTE: The date the documents are presumed served (above) is 14 days after this date.)
Day/Month/Year

OTHER SERVICE method or alternate method ordered by the Court. (Indicate other service method or instructions given by a judge or registrar for service.)

NOTE: You must give proof of service by REGISTERED MAIL by attaching one of the following:

1. a copy, produced by fax or otherwise, of the signature obtained by Canada Post at the time the document was delivered.
2. a print-out of the delivery confirmation made available on the Internet by Canada Post (<http://www.canadapost.ca>).

Signature of person who served the document

Date