

# Application to Adjourn a Hearing

## Complete and Submit Form to the Violation Ticket Centre

Phone Toll Free: 1-877-661-8026

Mailing Address: P.O. Box 2164 Stn Main  
Vancouver, BC V6B 3V3

Website: [www2.gov.bc.ca/gov/content/justice/courthouse-services/documents-forms-records/court-forms/provincial-vt-forms](http://www2.gov.bc.ca/gov/content/justice/courthouse-services/documents-forms-records/court-forms/provincial-vt-forms)

Ticket Number
Court Hearing Location
Offence Date
Enforcement Agency (if applicable)

Applicant:  Disputant / Agent

(Please check as applicable)

Officer – I have consulted with disputant and determined their position and informed them of their right to appear and oppose the adjournment application:

Yes or  No

If yes, disputant was notified by:  Telephone  Letter (copy attached)  In person

In the case of \_\_\_\_\_  
Last Name First Name

Mailing Address: \_\_\_\_\_  
State full mailing address, include postal code (if applicable, PO Box number)

Telephone: \_\_\_\_\_

Court Date: \_\_\_\_\_ Time: \_\_\_\_\_ Courtroom: \_\_\_\_\_

I am requesting an adjournment for the following reason(s): (If more space is required, add more pages)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Supporting Documents Attached (Please attach any documentation (ie. proof of travel) that may support your adjournment application)

Print Name (Officer to include PIN number)

Signature of Disputant/Officer applying for Adjournment

Date signed

### Note to Disputants

The application to adjourn a hearing may be mailed to the Violation Ticket Centre or filed at the court registry. After a justice considers the application, you will be notified of the results by mail. If the application is submitted within 14 days prior to the hearing date, it is advised you contact the court registry directly to confirm the status of your application.

### Note to Enforcement Officers

Enforcement officers must contact the court registry for a date to hear the adjournment application **prior** to submitting this form. A completed notification of adjournment application form (PTR 819) must be mailed by the enforcement officer to the disputant if they cannot be reached and informed of the adjournment application by telephone or in person, at least 14 days prior to the hearing date.

### Court Use Only

#### I order:

Adjournment Granted  Adjournment Denied

Comments: \_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

At: \_\_\_\_\_  
location where signed

\_\_\_\_\_  
Judicial Justice/Justice of the Peace for the Province of British Columbia