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

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)

_____
_____
_____
_____
_____
_____
_____

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

Original - Court   Copy - Applicant