



NOTICE OF APPEAL

Name of Appellant: _____

Member Association/ Team (if Applicable): _____

Residence Phone: (_____) _____ E-Mail: _____

Notice of Appeal - Your Appeal must be filed as per Hockey Alberta's Appeals Policy:

All Appeals must be initiated by notice in writing ("Notice of Appeal") addressed to the CEO, or designate, and filed within seven (7) calendar days of the date of the decision or ruling being appealed. The Notice of Appeal may be filed by ordinary mail, courier or email provided it is received by the CEO, or designate, within the timeline noted above.

The Notice of Appeal shall include and contain the following:

- (a) the Hockey Alberta "Notice of Appeal" form must be completed in its entirety and submitted as part of the Notice of Appeal file;
- (b) the applicable Appeal Fee (refer to 6. Appeal Fees, below) must accompany the Notice of Appeal file, the fee is not considered received if "en route";
- (c) a written copy of the decision which is being appealed, which would also serve to prove the exhaustion of all appeals at the local level, if any;
- (d) concise statements of the grounds for appeal and the facts that support the appeal in numbered paragraphs;
- (e) a summary of the evidence and proposed witness statements (whether by document, video or viva voce), which the Appellant wishes to present.

Note: The Appeals Officer, the Appeals Committee and/ or the Board have the discretion to determine whether the Notice of Appeal file is sufficient relative to the requirements above. Should the file be determined to be insufficient they may request further clarification from the Appellant prior to proceeding. Should this determination be made and the seven (7) day limit has expired, the Appeals Officer, Appeals Committee or Board may refuse to hear the appeal based on the filing of the Notice of Appeal not being completed in accordance with the Regulations.

Appeal of: League Decision Member Decision (MHA, Rec Hockey Program, etc.)
 Hockey Alberta Decision (Committee, CEO (or designate))

Summary of Appeal Rationale: _____

Stage of Appeal: 1st - \$200 + GST 2nd \$500 + GST 3rd \$750 + GST

Attached with this notice must be the following:

- Appeal Payment
- Appeal Letter
- Copy of decision rendered against the Appellant
- Any other correspondence you may find beneficial to the case

Appellant's Signature: _____

Date: _____

Send completed package to: appeals@hockeyalberta.ca

Updated November 2022