



# REQUESTING AN ALCOHOL RELATED HEARING

## In the matter of *Liquor Licence Act, R.S.O. 1990, Chapter L.19 (as amended)*

### 1. RIGHT TO A HEARING

On appeal to the Licence Appeal Tribunal (LAT) you have the right to a hearing to dispute the attached Order of Monetary Penalty. The LAT may confirm or set aside monetary penalties imposed by the Registrar. The LAT cannot vary the amount of the monetary penalty imposed by the Registrar.

To exercise your right to a hearing, please visit the LAT's website ([www.slasto-tsapno.gov.on.ca](http://www.slasto-tsapno.gov.on.ca)) to obtain a Notice of Appeal form.

If sent by regular mail, you are deemed to have received the Order of Monetary Penalty five (5) days after the date of the Order of Monetary Penalty. You must complete the form and mail, deliver or fax to BOTH addresses listed below within fifteen (15) days after service of the Order of Monetary Penalty.

The Licence Appeal Tribunal  
77 Wellesley Street West, Box 250  
Toronto, Ontario  
M7A 1N3

Fax: 416-314-4270

**- AND -**

Legal Clerk, Legal Services Division  
Alcohol and Gaming Commission of Ontario  
90 Sheppard Ave. E., Suite 200  
Toronto, ON M2N 0A4

Fax: 416-326-5574

You are entitled to be represented at the hearing by a lawyer or licensed paralegal.

After it receives the completed Notice of Appeal, the LAT will inform you and/or your representative of a time and place for a case conference and/or hearing. You may request to have the proceeding conducted in either English or French.

Where a Notice of Appeal is NOT served on the Registrar and filed with the LAT within the fifteen (15) day appeal period, the payment of the Order of Monetary Penalty is due in full and the Registrar will enforce the Order of Monetary Penalty as imposed.

It is your responsibility to provide the LAT and the AGCO Legal Services Division with any change of your contact information during the appeal process.

## **2. SCHEDULING A HEARING**

For inquiries regarding the hearing process and a date for the hearing of the appeal, contact the LAT at 416-327-6500 or 1-844-242-0608 (toll free).

## **3. SETTLEMENT OR DISCLOSURE DISCUSSIONS**

To discuss the Order of Monetary Penalty, settlement or disclosure, please contact:

Registrar's Counsel  
Legal Services Division  
Alcohol and Gaming Commission of Ontario  
Tel.: 416-326-5531  
Toll free: 1-800-255-2876  
Fax: 416-326-5574

## **4. COMMON RULES OF PRACTICE AND PROCEDURE**

Parties and participants to appeals before the LAT are expected to be aware of and comply with the requirements as set out in the Tribunal's Common Rules of Practice and Procedure governing all aspects of a proceeding before LAT. Copies of the Common Rules of Practice and Procedure are available in English or French and may be obtained from LAT by calling 416-327-6500 or by visiting their website at [www.slsto-tsapno.gov.on.ca](http://www.slsto-tsapno.gov.on.ca).