

NOTICE OF ADMINISTRATIVE PENALTY

Entrepreneurship,
Training and Trade



(as provided for in section 37 of *The Apprenticeship and Certification Act*)

File #: _____

Issued to:			
Name	Mailing address	City/Town/Municipality	Postal code
Amount of penalty:	Number of contraventions:	Title of Trade Regulation:	
<input type="checkbox"/> \$1,000	<input type="checkbox"/> first	Provision of Act or regulation not complied with:	
<input type="checkbox"/> \$3,000	<input type="checkbox"/> second		
<input type="checkbox"/> \$5,000	<input type="checkbox"/> third or subsequent		
Reason for issuing this Notice of Administrative Penalty:			

Administrative Penalty must be paid in 30 days.

You must pay the penalty indicated above within 30 days after being served with this Notice. Make your payment payable to the "Minister of Finance", and include a copy of this Notice. Do not send cash through the mail.

Payment must be mailed or delivered to:

Name	Mailing address	City/Town/Municipality	Postal code
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Appealing an Administrative Penalty:

You may appeal this Administrative Penalty to the Manitoba Labour Board. You must send your appeal to the Labour Board within 14 days after you are served with this Notice. If you file an appeal within that time you do not have to pay this penalty until the Labour Board decides the matter.

The address and phone number of the Labour Board is: 500 – 175 Hargrave Street
Winnipeg MB R3C 3R8
(204) 945-3783

Notice issued by:

Director: _____

Department: _____

Date: _____