



Case Number:

Name on Licence:

Licence Sector and Class:

Brokerage Name on Registration Certificate:

Process:

NOTICE TO ATTEND AS WITNESS AT A HEARING

To:

This notice requires you to attend at a hearing and testify.
This document explains what you must do and when you must do it.

NOTICE TO WITNESS:

You must attend at the date, time, place, and for the period specified below:

DATE:

TIME:

PLACE:

PERIOD OF ATTENDANCE:

You are required to bring the following records:

An allowance that is required to be paid to you for attending as a witness accompanies this notice.

This allowance is calculated as follows:

Allowance payable for each day or part of a day necessarily spent by you as a witness:	\$
Meals:	\$
Accommodation:	\$
Transportation:	\$
TOTAL	\$ 0.00

WARNING

If you do not attend as a witness at the hearing as indicated above, or do not attend or remain in attendance in accordance with this notice, the hearing panel may seek an order from the court for one or more of the following:

1. that you be brought immediately, or at a time specified, before a court
2. that you bring the records described in the order
3. that you be detained in custody in accordance with the order until your presence is no longer required
4. that you be released on a recognizance, with or without sureties, on a condition that you appear as directed, for a specified purpose
5. any other order necessary to ensure your attendance and the production of records ordered to be produced as required by the order

DATED at the City of _____ in the Province of Alberta,

this ____ day of _____, 20____

Hearing Panel Member Signature: _____

Print Name: _____

If you are unable to attend on the hearing date you must notify the hearing administrator as soon as possible:

<p>Hearings Administrator:</p> <p>Email: hearingsadmin@reca.ca Fax: 403 228 3065 Direct: 403 685 7908 Toll Free: 1 800 425 2754 Address: Real Estate Council of Alberta 202 1506 11th Avenue SW Calgary, Alberta, T3C 0M9</p>	<p>Administrator for Case Presenter for the Executive Director:</p> <p>Email: conductadmin@reca.ca Fax: 403 228 3065 Direct: 403 685 7944 Toll Free: 1 800 425 2754 Address: Real Estate Council of Alberta 202 1506 11th Avenue SW Calgary, Alberta, T3C 0M9</p>
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