

THE REAL ESTATE COUNCIL OF ALBERTA

Case Number: 010584.001
Name on Licence: Tiebo Cai
Licence Sector and Class: Real Estate Associate
Brokerage Name on Licence: Masters Realty Ltd. O/A Century 21 Masters
Process: Appeal of an Administrative Penalty
s.83.1 of the Real Estate Act

DOCUMENT: NOTICE OF HEARING

TO: Tiebo Cai

A hearing is set for your appeal. Read this entire document to see what you must do.

Hearing Information

Date: Wednesday, May 26 and Thursday, May 27, 2021
Time: 9:30 a.m.
Venue: Virtual Hearing
Hearing Panel: [R.A] – Hearing Chair
[S.D] – Panel Member
[L.M] – Panel Member
(Alternates: [A.B], [G.R], [M.W])

A Microsoft Teams Test session will be held on **Tuesday, May 25, 2021 at 9:30 am** for approximately 1 hour, to ensure that you are able to access to Teams platform and are electronically ready for the hearing on May 26, 2021.

The Administrative Penalty issued to you is attached.

Virtual Hearings

Hearings at RECA are conducted virtually. The Hearing Administrator will provide you with the Guide to Virtual Hearings and you will receive assistance to participate in the virtual process.

Why You Should Attend the Hearing

The hearing is your opportunity to respond to the allegations and state your side of the case in front of the Panel.

Learn About the Hearing Process

Please read these guides on the RECA website

<https://www.reca.ca/complaints-discipline/hearings-information-procedures/>

- *Hearing and Appeal Practice and Procedures Guidelines and*
- *How to Represent Yourself at a Real Estate Council of Alberta Hearing or Appeal*
- *RECA Self-Represented Program*

What You Should Bring to the Hearing

Bring any witnesses and evidence you want the Panel to consider, with you to the hearing.

What Will Happen If You Don't Attend

If you do not attend the Panel may proceed to make a decision without you.

What Will Happen At the Hearing

If the Panel finds a breach has been proven the Panel may do one or more of the things listed in **section 83.1(5)** of the *Real Estate Act*:

- Quash, vary or confirm the administrative penalty
- Order you to pay the costs of the investigation and the hearing.

Making Oral and Written Arguments to the Hearing Panel

The Hearing Panel may accept oral and/or written arguments as part of the hearing. If the Hearing Panel accepts written arguments, it will set dates for the written arguments to be exchanged before accepting them.

You Can Get Legal Advice

You may get legal advice and may be represented by legal counsel at the hearing. If you do not have a representative please read information for unrepresented Industry Members here:

<https://www.reca.ca/complaints-discipline/hearings-information-procedures/>

If You Object to a Panel Member

Please review who is on the Panel. If you object to any of the people being on the Panel, you must advise the Hearings Administrator **who you object to and why within 14 days** of receiving this Notice. If you do not object to the Panel within 14 days, this Panel will conduct the hearing.

Postponing the Hearing

If you are not available on the date set for the hearing you can apply to the Panel for a new date. Contact the lawyer for the Registrar and the Hearings Administrator as soon as possible if you need a new date.

Dated at Calgary, Alberta, on May 4, 2021.

“Signature”

Charles Stevenson, Registrar
of the Real Estate Council of Alberta

Contact Information

<p>Hearings Administrator:</p> <p>Email: hearingsadmin@reca.ca Fax: 403 228 3065 Direct: 403 685 7913 Toll Free: 1 888 425 2754 Address: Real Estate Council Suite 202, 1506 11 Avenue SW Calgary, Alberta T3C 0M9</p>	<p>Counsel for the Registrar:</p> <p>Email: conductadmin@reca.ca Fax: 403 228 3065 Direct: 403 685 7944 Toll Free: 1 888 425 2754 Address: Real Estate Council Suite 202, 1506 11 Avenue SW Calgary, Alberta T3C 0M9</p>
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