

Section 1: Applicant contact information

I am a: <input type="checkbox"/> Worker <input type="checkbox"/> Employer				
Last Name and/or Company Name			Given Name(s)	
Street			Apartment, Suite, Unit Number or PO Box #	
City/Town		Province	Postal Code	
Home Phone	Work Phone	Cell Phone	Fax Number	Alternate Phone
Email Address				

If the contact information changes, you must update the Appeals Commission immediately.

Section 2: Representation

I Have a Representative I Plan to Get a Representative I Will Represent Myself

If you have a representative, you must submit a separate *Notice of Representation* form at the same time you submit this form. If you plan to get a representative, you must submit the *Notice of Representation* once you have a representative. This gives us the authorization to work with your representative.

Section 3: Application for extension of time

I am applying to extend the time period for filing an appeal to the Appeals Commission from the following Dispute Resolution and Review Body (DRDRB) decision(s):

Claim/Account #	Date of Decision (DD/MM/YYYY)	Attach a copy of the decision
		<input type="checkbox"/> Copy Attached
		<input type="checkbox"/> Copy Attached

Section 4: Reasons for the application

Please explain below why you did not file the appeal within the deadline.

Section 5: Signature

Signature

Date (DD/MM/YYYY)

Print the name of the person signing

A representative may only sign this form if they are authorized as a representative in this appeal. You must submit a separate *Notice of Representation* to authorize a representative.

You can file this form by:

- **submitting it online through our website;**
- **e-mail addressed to AC.AppealsCommission@gov.ab.ca;**
- **mail;**
- **fax; or**
- **courier or personal delivery to one of our two offices.**

Edmonton

Appeals Commission for Alberta Workers' Compensation
1100, 10405 Jasper Avenue
Edmonton AB T5J 3N4
Tel: 780-412-8700
Fax: 780-412-8701

Calgary

Appeals Commission for Alberta Workers' Compensation
2300, 801 – 6th Avenue SW
Calgary AB T2P 3W2
Tel: 403-508-8800
Fax: 403-508-8822

You can view our web site at: www.appealscommission.ab.ca

Collection, Use and Disclosure of Personal Information:

- The personal information that you are being asked to provide is collected under the authority of section 33(c), and managed in accordance with the *Freedom of Information and Protection of Privacy Act*.
- The information will be used for the purpose of processing your request for a hearing with the Appeals Commission for Alberta Workers' Compensation.
- It is important that every party to the appeal knows the case that is to be heard and has an opportunity to respond.
- Because of this, we share all documents related to the appeal with all other parties to the appeal and the Workers' Compensation Board.
- The information you provide may also be used for quality assurance and training purposes.
- If you have any questions regarding the collection, use or disclosure of your personal information, please contact the Appeals Commission.

For Appeals Commission Use Only
