

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	Messages Only
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 WCB review body decision(s) or section 21(3) determinations:

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 online through our website or you can deliver a paper copy by mail, fax, personal delivery or courier 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
