

Privacy Agreement

All individuals present at the hearing must sign the privacy agreement, including, but not limited to, parties, their representatives, interpreters, observers and witnesses.

If you are a representative, you are responsible for ensuring that the Appeals Commission receives a completed *Privacy Agreement* form from you and your client. Please return the signed form(s) to AC.AppealsCommission@gov.ab.ca no later than one month prior to the hearing.

If you are self-represented, please return the signed form to AC.AppealsCommission@gov.ab.ca no later than one month prior to the hearing.

Name of Participant:	Last Name	First Name	
Claim Number:		Hearing Method:	
Hearing Date: (yyyy-mm-dd)		Hearing Time:	

To protect the integrity of Appeals Commission proceedings and the privacy of all individuals participating, I undertake and agree not to photograph, video or audio record or rebroadcast any part of the hearing in any form.

I understand that if I photograph, record or rebroadcast any part of the hearing, the Appeals Commission may take legal action against me.

Participant Signature

Signature

Date (DD/MM/YYYY)

Print the name of the person signing: _____

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.

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

Edmonton

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Calgary

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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