



SFPP

NOTICE OF APPEAL

If you disagree with a benefit decision made by SFPP's service provider, Alberta Pensions Services Corporation (APS), you can request APS to review that decision. If you are not satisfied with APS's final decision, you can appeal to SFPP Corporation, whose Board has the authority to hear and make final decisions regarding administrative decisions made by APS.

1. APPELLANT INFORMATION

First Name		Last Name	
Address			
City	Province	Postal Code	
Email Address		Phone Number <input type="checkbox"/> Work <input type="checkbox"/> Home <input type="checkbox"/> Cell	

2. REPRESENTATION

- I will represent myself; or
- I have a representative. I appoint and authorize:

_____ as my representative to act on my behalf in this appeal, whose contact information is as follows:

Address		
City	Province	Postal Code
Email Address		Phone Number
Signature of person who is appointing the representative		Date



3. WHAT ARE YOU APPEALING?

I have attached APS's decision

_____ Date of APS decision

Issue #1	
The issue must be identified in APS's decision. State the issue, why you are appealing it, what facts support your argument and what you want the Board to do.	
Page number of APS's decision relating to this issue:	

Issue #2	
The issue must be identified in APS's decision. State the issue, why you are appealing it, what facts support your argument and what you want the Board to do.	
Page number of APS's decision relating to this issue:	

If there are more issues, please use an additional page.



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4. ADDITIONAL COMMENTS

5. HEARING

- I will be attending the hearing in person; or
- I am requesting to attend the hearing by phone or other electronic communications; or
- I am requesting that the SFPP Corporation Board of Directors conducts a Documentary Hearing. If the Board agrees, I understand my appeal will be reviewed by the Board based solely on the written submissions received from myself and APS.

6. SIGN

Signature

Date

Personal Information on this form is collected for the purpose of requesting an administrative review by the SFPP Corporation Board of Directors. If you have any questions about this collection, you can contact SFPP Corporation at 780-391-3799 or via mail to 2000 College Plaza, 8215 - 112 Street NW, Edmonton, AB T6G 2C8.

7. FILE APPEAL

You can submit your appeal via email (board@sfpp.ca), fax (780-391-3694), or mail to:

SFPP Corporation
2000 College Plaza
8215 - 112 Street NW
Edmonton, AB T6G 2C8

You will receive a letter from SFPP Corporation within two weeks after you file your appeal, acknowledging receipt and advising of next steps.

Please contact SFPP Corporation using the email address above or by phone (780-391-3799) if you do not receive an acknowledgement.