



## Horse Racing Appeal Panel

### Mailing and Service Address:

90 Sheppard Avenue East  
Suite 200  
Toronto ON M2N 0A4

Telephone: 416-326-8700  
Toll free in Ontario: 1-800-522-2876  
Fax: 416-326-8054

### Hearings Address:

10 Carlson Court  
Suite 400  
Toronto ON M9W 6L2

# Declaration of Representative

### IMPORTANT INFORMATION

- In accordance with section 3.3 of the Horse Racing Appeal Panel (HRAP) Rules of Procedure, a party may be:
  - self-represented, or
  - represented by a person licensed by the Law Society of Ontario (LSO) or by a person authorized to provide legal services in accordance with the *Law Society Act* (LSA) and its regulations and by-laws.
- **Those who have been retained to represent a person before the HRAP are required to complete this form and file it with the HRAP.**
  - The completed form should also be served upon the other parties to the proceeding.
  - If there are any changes to representation (i.e. a new representative is retained or else the appellant decides to represent him or herself), the HRAP and all parties must be notified immediately in writing.
- Note that a self-represented party may also be assisted by any person in any aspect of the proceeding.
  - **Assistants do not have to file a Declaration of Representative form if they do not qualify as a legal representative** (i.e. licensed by the LSO or authorized to provide legal services under the LSA).
  - It is important to keep in mind that assistants cannot provide legal advice, act on the appellant's behalf or submit material on behalf of the appellant.

### Representative:

Last Name	First Name	Middle Name(s)
Company Name		

### Representative Contact Information:

Street Number	Street Name	Street Type	Direction	Suite/Floor/Apt.
Lot/Concession/Rural Route	City/Town/Municipality	Province/State	Country	Postal Code/Zip Code
Telephone Number (Home) ( ) -	Telephone Number (Cell) ( ) -	Telephone Number (Work) ( ) - Ext.	Fax ( ) -	
Email				

### Declaration of Representative:

I am representing

Name of Party: (First and Last)	
In the appeal of Order/Decision/Ruling Number (if applicable):	
Order/Decision/Ruling Number <b>Date:</b>	yyyy    mm    dd 

**Acknowledgement:**

I declare that (check one):

<input type="checkbox"/>	I am licensed by the Law Society of Ontario (LSO) to provide legal services.	My LSO No. is
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**OR**

<input type="checkbox"/>	I am authorized to provide legal services under the <i>Law Society Act</i> (LSA).
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If you do not qualify as a legal representative (i.e. licensed by the LSO or authorized to provide legal services under the LSA), you are not required to complete and submit this form.

Print name (Representative)	Signature	Date yyyy      mm      dd 
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The Horse Racing Appeal Panel collects the personal information requested on this form under the *Horse Racing Licence Act, 2015*. This information will be used to determine appeals under this Act. After an appeal is filed, all information may become available to the public. Any questions about this collection may be directed to the Horse Racing Appeal Panel at 416-326-8700 or toll-free at 1-800-522-2876.