



Licence Appeal Tribunal
Automobile Accident Benefits Service
15 Grosvenor Street, Ground Floor
Toronto, ON M7A 2G6
Telephone: 416-326-1356
Toll Free: 1-888-444-0240
TTY: 1-800-855-0511
Email: LATregistrar@ontario.ca
Website: tribunalsontario.ca/lat

Important Information

- **The Licence Appeal Tribunal must ensure the just, expeditious, and cost-effective determination of all proceedings on their merits.**
- The Tribunal has introduced a canvassing-based scheduling model as part of ongoing efforts to streamline and improve its services. The Tribunal will canvass parties on their choice of available dates before scheduling events and **grant adjournments sparingly.**
- If you would like to request an adjournment of a proceeding you are a party to, complete all sections of this form and submit it to the Tribunal at AABSscheduling@ontario.ca for consideration.

Information about the Event you are Requesting to Adjourn

Case Conference Hearing Motion

Licence Appeal Tribunal file no.	Date (yyyy/mm/dd)	Time including AM/PM (hh:mm)

A party seeking an adjournment must provide the Tribunal with specific details of the circumstances giving rise to the request upon which to base its decision.

Reason(s) for this Request to Adjourn:

I have contacted the other parties to this matter and they:

Consent to the adjournment Do not consent to the adjournment

If the Tribunal approves your request to adjourn, parties will be contacted on a range of available dates for the next event.

Signature of Requestor

Applicant Respondent Added Party

Last Name		First Name
Signature		Date (yyyy/mm/dd)

All information related to the proceeding may become publicly available in a tribunal decision, order or other document, in accordance with Tribunals Ontario's [Access to Records Policy](#) and the *Tribunal Adjudicative Records Act, 2019*. Parties wanting records or information to remain confidential must seek a confidentiality order from the adjudicator. If you have questions about confidentiality orders or access to records, please contact the Licence Appeal Tribunal at 416-326-1356 or toll-free at 1-888-444-0240.