

# **Federal Contraventions Tickets**

## **Your Rights and Duties under the Law**

### **Newfoundland and Labrador**

Pursuant to recent changes in law, some federal regulatory offences may be enforced by ticketing pursuant to the federal *Contraventions Act*.

*Please note, this pamphlet is intended as general information only. It does not contain a complete statement of the law. If you require legal advice regarding a specific situation, you should contact a lawyer.*

### **FREQUENTLY ASKED QUESTIONS:**

- **Who Issues Contraventions Tickets?**

Federal contraventions tickets may be issued by a peace officer or any other person who has the responsibility for the enforcement of federal legislation.

- **What Information will be on the Contraventions Ticket?**

A federal contraventions ticket will set out the offence you have been charged with and provide related information such as the date, time, location and description of the alleged offence.

- **I have been issued a Contraventions Ticket – What are my options?**

If you are served with a ticket, you must choose one of the following options set out on the back of the ticket:

- **Not Guilty Plea**

Sign and date this section and send the ticket to the court. The ticket must be received by the court before the Default Conviction Date indicated on the ticket. The court will then notify you of a trial date;

- **Guilty Plea with Voluntary Payment**

Indicate a “Plea of Guilty” and sign and date that section. Make your payment by one of the options set out on the ticket; or

- **Notice of Intention to Appear**

Sign and date this section if you wish to appear in court to enter a plea. Send the ticket to the court, and the court will notify you of an appearance date at which time you may plead “guilty” or “not guilty”. If you plead “guilty”, you may make submissions to the court about the fine amount. If you plead “not guilty”, the court will advise you of a trial date.

**Default Conviction:** If you fail to exercise one of the above options prior to the Default Conviction Date stated on the ticket, or if you do not appear in court for the trial, the judge may convict you in your absence on the Default Conviction Date and you will have to pay the associated fine plus any late payment charges that are applicable.

- **How much will the Contraventions Ticket fine be?**

If you plead guilty, the total amount to be paid is stated on the ticket. This includes the amount of the fine for the offence, as well as the victim fine surcharge amount.

- **I am a Youth who has been issued a Contraventions Ticket – What are my options?**

If you are a youth, age 12-18, you must appear on the date, time, and place indicated on the ticket. Your matter will proceed through Youth Court.

- **I would like to pay the amount stated on my Contraventions Ticket – How do I do this?**

If you plead guilty, you can pay the fine on or before the Default Conviction Date indicated on your ticket. Complete the selected option, sign where necessary, and choose your method of payment. Payment can be made by either of the following options:

- **By Mail:**

To submit payment by mail, sign the back of the ticket and send it along with a personal cheque or money order made payable to "Newfoundland Exchequer", to the following address:

**Government of Newfoundland and Labrador  
Department of Justice and Public Safety  
Fines Administration Division  
P.O Box 8760  
St. John's, NL A1B 4K6**

Please note, the **ticket number** or your **driver's licence number** must be written on the back of the personal cheque or money order.

- **By Phone:**

You can pay the fine by calling: 709-729-0349.

Payment by phone can be made by **Visa or MasterCard**. When you make the call, you will need to have your ticket available for reference purposes.

- **Online:**

You can pay the fine online at:

<http://www.gov.nl.ca/pay-online.html>.

Payment online can be made by **debit, Visa or MasterCard**. When you make your payment, you will need to have your ticket available for reference purposes.

- **In Person:**

Payment may be made in person by bringing your ticket and payment to either of the following locations:

- Provincial Court locations throughout the province
- Government of Newfoundland and Labrador  
Department of Justice and Public Safety  
Fines Administration Division  
1<sup>st</sup> Floor, Natural Resources Building,  
50 Elizabeth Avenue  
St. John's, NL.

Payments by **cash, money order, personal cheque, debit, Visa or MasterCard**

- **I wish to dispute the Contraventions Ticket – How do I do this?**

If you wish to dispute the ticket, you have two options. Either:

- **Plead Not Guilty** – Plead not guilty and return the ticket to the court before the Default Conviction Date as indicated on the ticket. The court will notify you of a hearing date; or
- **Sign the Notice of Intention to Appear** – Sign the Notice of Intention to Appear in Court to enter a plea and return it to the court before the Default Conviction Date indicated on the ticket. The court will notify you of a court date at which time you will be required to appear and enter a plea of guilty or not guilty.

- **Can I obtain information about my Contraventions Ticket in both Official Languages?**

Yes. Information about Contraventions Tickets and procedures is available in either English or French as follows:

- Provincial Court Website:

<http://www.court.nl.ca/provincial>

- Provincial Fines Administration Website:  
[http://www.justice.gov.nl.ca/just/departement/branches/division/fines\\_admin.html](http://www.justice.gov.nl.ca/just/departement/branches/division/fines_admin.html)
- Department of Justice Canada Website:  
<http://laws-lois.justice.gc.ca/eng/regulations/SOR-96-313/index.html>
- Contraventions Toll-Free Number:  
1-833-765-5366

You have the right to request that court proceedings be held in the official language of your choice. That language will be spoken at the court hearing by the judge, lawyers and court officials.

Please note, the Government of Canada and the Government of Newfoundland and Labrador are committed to upholding your language rights. If you did not obtain information about the Contraventions Ticket and the procedure applicable in the official language of your choice and wish to file a complaint, please call the Federal Contraventions toll-free number at: 1-833-765-5366, or email: [inquiries@provincial.court.nl.ca](mailto:inquiries@provincial.court.nl.ca).

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