



K'ómoks First Nation

ENFORCEMENT  
NOTICE

Enforcement  
Notice Number:

034

NOTICE OF FINE

Issued in accordance with the K'ómoks First Nation Summary Offence Law, KFN-2023-01 and Fine Regulation, KFN Reg. 01/2024.

Issued on the Defendant:			
SURNAME		GIVEN NAMES	BIRTHDATE [DD/MM/YYYY]
ADDRESS		PHONE NUMBER	
CITY	PROVINCE	POSTAL CODE	

The K'ómoks First Nation law enforcement officer believes on reasonable and probable grounds that:

on	DD	MM	YYYY	at the time of	AM/PM
at	CITY, PLACE OR TOWN				

in British Columbia, the defendant committed the following offence(s), which are punishable on summary conviction, under K'ómoks First Nation law:

	Description of Actions Constituting an offence	Section Contravened	Law Contravened
1.			
2.			

and must, within fourteen (14) days, pay the following fine or request a fine review (as set out below) otherwise the fine will become due and payable and K'ómoks First Nation collect the debt in provincial court:

	Regular Payment amount due if paid on or before 14 days of being Served with a Notice of Fine	Discount for Early Payment amount due if paid within 1-7 days of being Served with a Notice of Fine	Surcharge for Late Payment amount due if paid within 14-28 days of being Served with a Notice of Fine
1.			
2.			
Total			

Enforcement Officer's Signature			
I certify that the defendant was served by:	NAME OF LAW ENFORCEMENT OFFICER (TYPED OR PRINTED):		
	SIGNATURE:		
Date Notice of Fine served (per s. 6.1 of the Summary Offence Law):	DD	MM	YYYY

This Notice of Fine is deemed served, in accordance with section 8.1 of the Summary Offence Law:

- (a) if the defendant is an individual, by: (i) leaving a copy of the Notice of Fine with the defendant; or (ii) leaving a copy of the Notice of Fine addressed to the defendant at the defendant's place of residence with an individual who appears to the KFN law enforcement officer to be over sixteen (16) years of age and who resides with the defendant;
- (b) if the defendant is a corporation, business or society, by: (i) leaving a copy of the Notice of Fine with an officer, senior manager, director, or other executive officer of the corporation, business or society; or
- (c) if the defendant is a partnership, by: (i) leaving a copy of the Notice of Fine with a partner or other executive officer of the partnership.

#### OPTIONS UPON RECEIPT OF A NOTICE OF FINE

You, the defendant, must do one of the following within fourteen days of receiving a Notice of Fine (i) pay the fine; or (ii) submit a fine review application in the prescribed form to dispute the allegations, the fine or the time given to pay the fine.

If you pay the fine within seven days of being served with the Notice of Fine, or earlier, you may pay the discounted amount for early payment of a fine. If you do not pay the fine within fourteen days of being Served with a Notice of Fine, you must pay the late fine amount.

#### HOW TO PAY THE MONETARY PENALTY

A fine is payable by cash or cheque to K'ómoks First Nation in person or by mail at the address below.

If you pay the fine in full, you are deemed to have pled guilty to the alleged offences in the Notice of Fine. If you don't pay the fine in full within fourteen (14) days of being served with a Notice of Fine, then you will be deemed to plead guilty to the alleged offence(s) in the Notice of Fine and you will be required to pay the late fine.

#### ADDRESS FOR PAYMENT

A fine and/or administrative fee for a Fine Review Application is payable by cheque or by cash, and delivered either in person at the following address or by mail to the following address:

##### K'ómoks First Nation

c/o: Enforcement and Prosecution Law administrator  
3330 Comox Road, Courtenay, British Columbia V9N 3P8  
lisa.larose@komoks.ca

If submitting payment by mail, please include a notation referencing the enforcement notice number (found on the upper right corner of page one of this notice).

#### FINE REVIEW

You, the defendant, may submit a Fine Review Application to dispute the allegations in the Notice of Fine, request a reduction in the amount of the fine, request additional time to pay the fine, or dispute any other matter with respect to the Notice of Fine.

To request a Fine Review, you must, within 14 days of receipt of a Notice of Fine, submit a Fine Review Application to the K'ómoks First Nation administrator in person, by mail or by email to the address set out above. Fine Review Applications are available at the KFN administration offices.

A justice of the peace may conduct a Fine Review in writing, by video conference, telephone or other electronic means, or in person, if the justice of the peace considers it relevant, necessary and appropriate.

If you disputed the allegations related to the commission of the offence(s) set out in the Notice of Fine, then at the completion of the Fine Review, the justice of the peace will issue a Fine Review Determination that sets out whether or not you are guilty of the alleged offence(s) and which may confirm or vary the amount of the fine set out in the Notice of Fine; set the time within which such fine is due and payable; and impose any other condition that it deems just and reasonable in the circumstances. If you are unsuccessful at a Fine Review, the justice of the peace will order that you pay an administrative fee of \$75.00 due to K'ómoks First Nation, in addition to any fine due and payable under a Notice of Fine.

#### WHAT HAPPENS IF YOU DO NOT DO ANYTHING WITHIN FOURTEEN DAYS OF BEING SERVED

If you do not pay the fine or request a Fine Review within fourteen (14) days of being served with a Notice of Fine, you are deemed to plead guilty to the alleged offences in the Notice of Fine and the applicable fine plus any prescribed late payment surcharge is immediately due and payable.

Any amount that remains due and payable may be recovered in provincial court. K'ómoks First Nation may commence such proceedings to recover the amount due and payable twenty-eight (28) days after the date on which the Notice of Fine was served.