



Email to: legalaid@bctf.ca

CONFIDENTIAL
Attention: Legal Services Department
British Columbia Teachers' Federation
100-550 West 6th Avenue
Vancouver, B.C. V5Z 4P2

*If you need assistance completing
this form please contact your local
association office or the Legal Services
Department at 604-871-1913*

REQUEST FOR LEGAL AID

(As per Policy 19.04 Legal Advice and Legal Aid to Individual members)

PERSONAL INFORMATION

[Please include as much of the contact information as possible.]

Name: _____ **Local/School District:** _____

Address: _____

School: _____

Telephone: (home) _____

(school) _____

(cell) _____

Personal email address – Required *[Not school district]:* _____

- I am currently an active member of the BCTF.**
- I was a member of the BCTF at the time the incidents were alleged to have occurred and was employed by** _____ *[name of district]* **as a**

LEGAL AID IS REQUESTED FOR

- Professional Conduct Unit - Teacher Regulation Matter**
- Criminal Matter**
- Other Legal Matters** *[i.e. Human Rights, EI, WCB]*

REQUEST— *REQUIRED SECTION*

Please describe in detail the situation for which this request is made:
(If more space is required, please attach additional pages to this form)

RELATED PROCEEDINGS

Employee Discipline
Nature of Discipline (reprimand, suspension or termination) _____
If matter was grieved, outcome or status of grievance _____
Name of any lawyer involved _____

Criminal Charges
Describe offence _____

- I was acquitted of the charges
- I was found guilty
- I am still waiting for the charges to be resolved

Name of criminal lawyer _____
 Other proceedings [Describe] _____

SUPPORTING DOCUMENTS

- Attached are copies of documents regarding this matter.
- All communications with Professional Conduct Unit.
- All documents regarding employer discipline
- Copies of all communication with employer and related documents in member's possession
- Copies of all documents from local union office.

[Signature required for request to be processed.]

Signature [Teacher]

Date

Print Name