

# Request for Restitution



**Victim Contact Information** (If this information changes, it is critical to provide updates to the proper authorities.)

Street	City/Town	Postal Code
Home Phone	Work phone (optional)	
Cell	Email (optional)	

**Important:** Attention Police & Crown Attorney – **do not** include victim information above in disclosure package.

Name of Victim	Police File #
Name of Accused	Incident Date (mm/dd/yyyy)
Incident Location (civic address if known)	
Type of incident (e.g.: assault, robbery, property)	

**I declare that** (check the appropriate box)

**I am not seeking restitution** for the losses and damages that I suffered as a result of above incident.

Signature of Declarant	Dated this    day of    , 20
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**I am seeking restitution** for the following losses and damages that I suffered as a result of above incident.

Description (describe each loss and damage)	Amount (cost of each loss and damage)
For damage or loss to property (not to exceed the cost of repair or replacement value)	
1.	\$
2.	\$
For expenses resulting from physical injury or psychological harm (may include loss of income or support)	
3.	\$
4.	\$
For expenses as a result of moving out of the offender's household and for temporary housing, food, child care and transportation (may be claimed by a spouse, child or other person who was a member of the offender's household)	
5.	\$
6.	\$
For money lost by unknowingly purchasing stolen property or lending money on stolen property, and the property was returned to its rightful owner	
7.	\$
8.	\$
In the case of fraud involving identity theft, for any reasonable expenses required to re-establish one's correct identity or credit history (e.g. costs to replace identity documents or to correct credit history and credit rating)	
9.	\$
10.	\$
For reasonable expenses to remove intimate images from the internet or other digital network as the result of an offence	
11.	\$
12.	\$
<b>Total Amount \$</b>	

- If you are seeking restitution, it is important that you give this completed form and supporting documents to police as soon as possible after the incident.
- If you have more information or receipts to support your claim after you have submitted this form, please send these supporting documents directly to the Crown Attorney's office. Failure to do so in a timely manner may result in your request not being considered by the Court.

**The Court must be able to easily determine the amount of your financial loss or property damage resulting from the incident.**

You are responsible for providing all necessary information (e.g. bills, receipts, letters from employers, estimates) to support your restitution request. Please complete this form, attach photocopies of all supporting documents that are available at this time, and forward them to police as soon as possible.

- If you are making a request for restitution, but do not currently have all of the required information and will be forwarding additional information to the Crown office at a later date, please place a check mark (✓) in the box.
- If you already received, or expect to receive, monies (in compensation) for this financial loss as a result of a claim through an insurance company or any other source (e.g. such as your bank or financial institution), please place a check mark (✓) in the box. Please note that once you have made a request for restitution, you have a duty to inform the Crown Attorney if you receive monies as a result of an insurance claim prior to the sentencing hearing.

Signature of Declarant	Dated this    day of    , 20
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