Canadian Human Rights Tribunal

Tribunal canadien des droits de la personne

Form PEA-3 – Notice of withdrawal (Appeals)

Please fill out and sign this form if you wish to withdraw your appeal in its entirety. Refer to the Important Information section (below) and the Canadian Human Rights Tribunal Rules Respecting Pay Equity when completing this form. Please follow the instructions carefully.

Note: The appellant must send this completed form to the Registry Office and all the parties.

Case details:

Case name*:

Tribunal file(s) number(s)**:

*Complainant's name v. Respondent's name (e.g. Jamie Larose v. Company XYZ)

**Include this number when contacting the Tribunal about your case

Phone number:

Email address:

Important information

- **FAQ**
  - **Who can withdraw an appeal?** The party appealing (the appellant) may wholly withdraw an appeal if they do not wish to proceed with the appeal. The appellant should fill out this form (Notice of Withdrawal) and sign it, or have their

lawyer sign it, to withdraw from the appeal.

- **When can I withdraw an appeal?** You can withdraw from an appeal at any time prior to the Tribunal's decision on the appeal by serving and filing this Notice of Withdrawal.
- **Can I withdraw my appeal in part?** If you wish to withdraw your appeal in part, please make the request in a motion under Rule 15. The Tribunal will review your motion and let you know if it has been approved or not.
- **Can I use this form to suspend an appeal?** No, if you wish to put the appeal on hold, you must make that request in a motion under Rule 15.

- **Accessibility (alternative arrangements)**: The Tribunal is committed to providing an inclusive and accessible environment in which everyone has equitable access to our services. Please advise the Registry if you require any alternative arrangements to meet your individual needs during this appeal process.

- **Filing:**
  - Please review the Canadian Human Rights Tribunal Rules Respecting Pay Equity before completing this form.
  - You can file this form by email, by mail, by fax or by delivering it in person. Emailing your application to the email address designated by the Registry is the fastest and preferred way to send us information.
  - When filing by email, please sign this document electronically prior to filing it with the Tribunal if possible. Alternatively, you may print, sign and

file a scanned copy of the document with the Registry. If you need help, please contact our Registry.

- **Forms:** The Tribunal's forms may be obtained by emailing the Registry at registry.office@chrt-tcdp.gc.ca or by calling 613-995-1707 or toll free at 1-844-899-3604.
- **Ask for help:** If you have any trouble filling out the form, contact the Registry at the following email: registry.office@chrt-tcdp.gc.ca or call 613-995-1707 (toll free: 1-844-899-3604).
- **Privacy:** If you file personal information with the Tribunal, it may be accessible to the public through the open court principle unless you request, and the Tribunal approves, a confidentiality order.