

DISMISSAL ORDER NOTICE

Attached is an Order as prescribed by *The Employment Standards Code* dismissing the complaint you registered with Employment Standards. As the recipient of the order, you may either:

1. **Accept the Dismissal Order** No response to this order from you, within seven (7) days of your receiving the order, will indicate that you accept the Dismissal Order as a conclusion to this matter, and no further action will be taken.
2. **Appeal the Order** * If you intend to appeal this order, a letter must be filed with the Director of Employment Standards, Manitoba Growth, Enterprise and Trade specifying the reasons for the appeal, and requesting that the matter be referred to the Manitoba Labour Board. *Ensure that you provide a current address where you may receive documents related to this appeal.*
3. **Request an Extension** * A letter requesting an extension of time to respond to the order may be made to the Director of Employment Standards.

* **WHETHER APPEALING THE ORDER, OR REQUESTING AN EXTENSION** a letter must be filed within seven (7) days from the date you received this order with the

Director of Employment Standards
Manitoba Growth, Enterprise and Trade
Room 604, 401 York Avenue
Winnipeg MB R3C 0P8
Fax: 204-948-3046

To ensure that the deadline for an appeal or an extension request is met, consideration should be given to Registered Mail, Facsimile, or personal delivery to the address above.

For additional information on this matter, please call your investigating officer.