



OMHA APPEAL PROCEDURES & SCHEDULE 2015 - 2016

Note: Appeals filed on the grounds of allegations pertaining to the OMHA Code of Conduct will not be accepted without first having filed a complaint through the OMHA Code of Conduct Policies and Procedures process and the completion of an investigation. For more information regarding the OMHA Code of Conduct please visit the Risk Management section of the OMHA website, www.omha.net

An Appeal to the Ontario Minor Hockey Association (OMHA), as allowed under OMHA Regulation 16.0 requires the following steps to be completed:

1. **The Filing of Appeal form, attachments (five page maximum) and applicable fee are required to be sent to the OMHA office at the above address.**
2. **Complete the Filing of Appeal form in full.**
 - Access to email allows for quicker communication of information between the appellant and the OMHA.
 - If the appellant does not have access to email, the communication or notices and results of an appeal will be by fax or mail.
3. **Prepare the appeal in writing.** (This is required even if filing for a Personal Appeal).
4. **Direct the appeal submission to the attention of the “OMHA Appeals Committee”**
 - Be specific regarding the matter being appealed, the grounds for the appeal, and the facts supporting the case.
 - Be concise and, preferably, use numbered paragraphs. **The maximum number of pages that will be accepted in a submission is five (5) pages, not including the application form.**
 - If an Appeal is for exemption from Regulations of Hockey Canada/Ontario Hockey Federation/Ontario Minor Hockey Association, e.g., Residency Regulations, be specific regarding the grounds for being exempt from those Regulations.
5. **Indicate the type of appeal being filed on the Filing of Appeal form**
 - Appeals are scheduled to be heard and decided at the sitting of the first available Appeal Committee.
 - With a “Written Appeal”, the Appeal Committee bases its decision on the written submission. The fee for a **Written Appeal is \$250.00**, including GST. Payment may be made by certified cheque, money order, debit or credit card.
 - A “Personal Appeal” requires the appellant or his representative to appear in person before the Appeal Committee. Information from the provided written submission and that obtained during the Appeal sitting is used by the Appeal Committee in making its decision. The fee for a **Personal Appeal is \$350.00**, including GST. Payment may be made by certified cheque, money order, debit or credit card.

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6. Possibility of a Further Appeal

- Any person wishing to appeal a **Written Appeal** decision of the OMHA must submit a completed OMHA appeal application form accompanied by a fee of \$350 within seven (7) days of receiving the decision.
- Any person wishing to appeal a **Personal Appeal** decision of the OMHA must submit, to the OHF, a completed OHF appeal application form accompanied by the appropriate fee within fifteen (15) days of receiving the decision. A Personal Appeal satisfies the requirements of OHF By-Law 5.2.

7. Appeals will not be scheduled until the Filing of Appeal form and written submission, together with full payment, as noted above, are received at the OMHA office. The Appeal Committee date then will be established using the received date for applying of the Filing Deadline date. **THERE ARE NO EXCEPTIONS**

OMHA Appeal Committee Dates (2015-2016)	Filing Deadlines (4:30 PM)
Saturday June 6 or Sunday June 7, 2015	Wednesday, May 27, 2015
Sunday August 23, 2015	Wednesday, August 12, 2015
Saturday September 19 or Sunday September 20, 2015	Wednesday, September 2, 2015
Saturday October 3 or Sunday October 4, 2015	Wednesday, September 23, 2015
Sunday October 18, 2015	Wednesday, October 7, 2015
Saturday October 31 or Sunday November 1, 2015	Wednesday, October 21, 2015
Sunday November 15, 2015	Wednesday, November 4, 2015
Sunday January 24, 2016	Wednesday, January 13, 2016
Sunday February 21, 2016	Wednesday, February 10, 2016
Sunday April 24, 2016	Wednesday, April 13, 2016
Saturday, May 7, 2016	Wednesday, April 27, 2016

8. Upon receipt of a properly filed appeal, the OMHA office processes the appeal as follows:

- a) Appeal is reviewed to determine that the situation is appealable.
- b) Following the filing deadline confirmation and Notice of Appeal Hearing form is emailed (or faxed) to the appellant.
- c) A Notice of Appeal Hearing form is sent along with the appeal application to the affected OMHA Centre(s) and to the OMHA Regional Executive Member(s) involved, allowing them to provide comments with respect to the appeal to the Appeal Committee.

9. After the appeal has been dealt with the OMHA office will:

As per OMHA Regulation 16.2 the OMHA shall give its final decision in writing not more than 14 days after the hearing is completed. The decision will be communicated to the appellant by email. If the Appellant does not have access to email, notification will be made by fax or mail.



APPEAL APPLICATION FORM

Appellant Surname (Player): _____ Appellant First Name: _____

Date of Birth: _____
yyyy/mm/dd

Address (Incl. Lot & Con.): _____

City: _____ Postal Code: _____

	Centre/Association:	Category (i.e.: AA, B, HL, LL, Select):	Division (i.e.: Bantam)
2012-2013 Team:			
2013-2014 Team:			
2014-2015 Team:			

Residential Home Centre: _____

Residential AAA Zone
(if applicable): _____

Item of Appeal (brief description):

Please read the following information carefully.

Attach a description of the matter being appealed, the grounds for the appeal and the facts supporting the case. Be concise and preferably use numbered paragraphs. The maximum total number of pages that will be accepted in a submission (not including the application form) is five (5) pages.

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Appeal filed by: (Please Print) _____

Contact Information: _____
Phone (Residential) Phone (Business) Fax

Email Address - **IMPORTANT!** Please ensure printing is legible.

Type of Appeal
(Please Circle One) **Written \$250.00** **Personal \$350.00**

PRIVACY STATEMENT: The information requested on this form is required by the Ontario Minor Hockey Association (OMHA) and the Ontario Hockey Federation (OHF) (their respective executives, employees, coaches, trainers, referees and volunteers) for registration purposes and to administer the rules and regulations of the OMHA and provide notification of any upcoming events or other activities. In order to do so, the OMHA, its Member Associations, OHF and Hockey Canada may, if required request proof of a player's identity, address and date of birth.

Date: _____

Signature: _____

Member of:

