

Statutory Declaration

Maintenance Enforcement Program Telephone: 204-945-7133
 100-352 Donald St Winnipeg, MB R3B 2H8 Facsimile : 204-945-5449
 ManitobaMEPinquiries@gov.mb.ca Toll free in MB: 1-866-479-2717

BETWEEN: _____ Creditor/Payee
 (Person who receives maintenance)

- and -

_____ Debtor/Payor
 (Person who pays maintenance)

Statutory Declaration

I, _____, of _____, in the Province
Full name of person declaring *Name of city or town*
 of Manitoba, MAKE OATH AND SAY:

1. THAT on _____ the above-named debtor was ordered
Order (or Agreement) date
 to pay maintenance for _____
Name(s) for whom maintenance is required

 in the sum of \$ _____
Amount of maintenance payment (include expenses, if any) *Payment cycle*

2. THAT I have not lost my right to apply for the enforcement of the said Order.
 3. THAT the maintenance payments are in arrears and the total sum owing to me is
 \$ _____, up to and including _____,
total maintenance owing (as on attached Schedule) *current date (date you are signing this document)*
 as described on the attached Schedule of Payments. The next maintenance payment is due
 on _____. Pursuant to the order indicated above, there are no other
date next payment due after signing

arrears that I will be requesting the MEP to collect on my behalf.
 I, _____, do solemnly declare that the contents of this Statutory
Full name of person declaring
 Declaration are true and I make this solemn declaration conscientiously believing it to be true.

**Pursuant to Section 55(3.1) of *The Family Maintenance Act*, any person who swears a false
 statutory declaration is guilty of an offence and liable on summary conviction to a fine of
 not more than \$2,000.00, or imprisonment for a term of not more than 90 days, or both.**

_____ before me in _____,
Sworn or Affirmed
 in the Province of Manitoba, on the _____)
 day of _____, 20__)

 Sign here

 (Witness)
 Deputy Registrar, Notary Public,
 Commissioner for Oaths (commission expires _____)

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SCHEDULE OF PAYMENTS

File # _____ Name: _____ Date: _____

Table with 4 columns: DUE DATE, AMOUNT DUE, AMOUNT RECEIVED, AMOUNT OWING. Multiple empty rows for data entry.

Use a second page, if necessary

Total Maintenance Owning
Insert total at #3

Empty rectangular box for total maintenance owing.

The Program takes the position that any claim for support or expenses not included in this declaration will not be registered for enforcement.

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Instructions for completing the Declaration

This is a two-page document. You will need to have a copy of your court order or agreement handy to complete the first portion of the declaration.

To arrive at the total maintenance owing at number three of the Declaration, you must complete the Schedule of Payments. On the Schedule of Payments, for the entire period of time you are claiming maintenance is owing to you, you must list each payment due and whether or not it was paid.

- Under **Due Date**, the full date each payment is due (the due date according to the order or agreement)
- Under **Amount Due**, the amount of each payment (the amount due according to the order or agreement)
- Under **Amount Received**, the amount that was paid to you (enter "zero" if not paid)
- Subtract the Amount Received from the Amount Due to arrive at the **Amount Owing**.

Total the Amount(s) Owing to arrive at the **Total Maintenance Owing** at the bottom of the Schedule. Insert this amount at number three on the Declaration.

You may choose to list monthly expenses (such as day care) that are present in the order or agreement separately or together with the monthly maintenance payments.

If a payment is not listed on the Schedule, it will not form part of the arrears' claim.

Complete the balance of the Declaration.

Signing and witnessing the declaration:

Do not sign the declaration until you appear before one of the noted officials to witness your signature. It is to be signed in the presence of one of the noted officials.

Persons who have the power to take and receive oaths are Commissioners for Oaths, Deputy Registrars, and Notary Publics. Commissioners or Registrars are available in all municipal offices, government offices, provincial courts, financial institutions, many insurance agencies and educational institutions, if you are unable to attend a lawyer's office or one of our program offices.

Maintenance Enforcement Program