

Statement of Finances

If debtors have defaulted on maintenance payments required by court orders, or agreements registered with the Maintenance Enforcement Program (MEP), they may be asked to complete a [Statement of Finances](#). The purpose of the Statement of Finances is to determine the debtor's financial situation so that satisfactory payment arrangements on the arrears can be made. The Statement of Finances form is available through the *MEP Info Line*, or on MEP's website (see box below).

The Statement of Finances provides a sworn or affirmed summary of debtor income, expenses, assets and employment. Statements are mandatory:

- Prior to negotiating payment of any arrears owing;
- If debtors request existing payment arrangements to be reduced;
- When there are arrears and collection actions in place (e.g. Support Deduction Notices, motor vehicle restrictions and licence suspensions);
- For financial examination or default hearings.

Debtors are required under the *Maintenance Enforcement Act* to complete and return Statements of Finances if they are requested to do so. These forms must be fully completed, with debtors marking *n/a* or *not-applicable* for any items that do not apply. Statements of Finances must be returned to MEP with **15 days** of being mailed. Debtors who do not return Statements of Finances when requested are required to pay a \$205 penalty **or** can be prosecuted. Debtors who are prosecuted are subject to fines of up to \$2,000, three months imprisonment, or both.

If debtors do not return the Statement of Finances as required and default hearings are scheduled, MEP can advise the court of the debtors' failure to comply. This may not reflect well on debtors appearing in court.

Debtors must take their completed Statement of Finances to a Commissioner for Oaths or Notary Public to be sworn or affirmed. Commissioner for Oaths are available at courthouses and elected official's offices free of charge. Banks, law offices, and registry offices have Commissioners for Oaths, but there may be a fee to use their services.

It is an offence under the *Maintenance Enforcement Act* for debtors to knowingly give false information in sworn or affirmed Statements of Finances.

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| <ul style="list-style-type: none"> • MEP has other Information Sheets, on a variety of helpful topics. To see them, visit MEP's website at www.albertamep.gov.ab.ca. • To contact MEP, phone 780-422-5555 or toll-free in Alberta at 310-0000. • To view information about your MEP file, log in to <i>MEP Accounts Online</i> on MEP's website and select "Account login". |
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