

# ONTARIO ADMINISTRATIVE SEGREGATION CLASS ACTION LATE CLAIM REASONS FORM

***Please complete this Form to request that the Administrator allow your Late Claim.***

Complete this Form if you have submitted or indicated an intent to submit a late claim (*i.e.*, a claim filed after June 1, 2025 but on or before **August 21, 2026**) to explain why your claim is late.

**If you do not submit this form by December 21, 2026, your late claim will be rejected by the Administrator.**

<b>SUBMIT THIS FORM VIA EMAIL OR ONLINE</b>	<b>SUBMIT THIS FORM BY MAIL</b>
<p>Email this Form to the Administrator: <b>Email:</b> <a href="mailto:info@ontarioadministrativesegregation.ca">info@ontarioadministrativesegregation.ca</a></p> <p>You can download another copy of the Late Claim Reasons Form on the website:</p> <p><b>Website:</b> <a href="https://www.ontarioadministrativesegregation.ca/documents.html">https://www.ontarioadministrativesegregation.ca/documents.html</a></p>	<p>Mail this Form to the Administrator:</p> <p><b>Mailing Address:</b> Ontario Administrative Segregation Class Action Administrator P.O. Box 507 STN B Ottawa ON K1P 5P6 Fax: 1-866-262-0816 <b>Toll Free: 1-833-290-4730</b></p> <p>You can download another copy of the Late Reasons Form from the website:</p> <p><b>Website:</b> <a href="https://www.ontarioadministrativesegregation.ca/documents.html">https://www.ontarioadministrativesegregation.ca/documents.html</a></p>
<p>You must submit this Form and any supporting documentation to the Administrator by <b>December 21, 2026</b>. This Form <u>must</u> be submitted online or by email by 11:59 p.m. on <b>December 21, 2026</b> or postmarked on or before <b>December 21, 2026</b> otherwise your claim will be rejected.</p> <p><b>If you do not submit a Late Claim Reasons Form to the Administrator, the</b></p>	

**You can ask for help if you do not understand this Form. Call or email the Administrator:**

Epiq Class Action Services Canada Inc  
PO Box 507 STN B  
Ottawa, ON K1P 5P6

Toll-Free Telephone: 1-888-290-4730 | Email: [info@ontarioadministrativesegregation.ca](mailto:info@ontarioadministrativesegregation.ca)

## **IMPORTANT!**

**Make sure you give yourself enough time and submit before the deadline. Read this Form carefully and collect any information you might need to answer the questions.**



## ONTARIO ADMINISTRATIVE SEGREGATION CLASS ACTION LATE CLAIM REASONS FORM

In the box below, describe in detail the facts you are relying on to establish a “reasonable explanation” or “circumstances beyond your control” that prevented you from filing a claim prior to June 1, 2025. Please provide as much detail as possible. If you do not provide enough details, your claim may be rejected. Any supporting documentation will be considered. Additional pages can be submitted.

**Details about Persons/Institutions/Organizations Involved:** *If your claim refers to the role of a person, institution and/or organization that is relevant to your reasons and/or circumstances described above, please provide the name of the person, institution and/or organization and details about what they did or did not do that affected your ability to file a claim prior to June 1, 2025.*

**Witnesses:** *Provide the names of any witnesses, if any, that can confirm the points described above.*

**Documentation:** *What documentation, if any, are you relying on to establish that there was a reasonable explanation or circumstances beyond your control for the delay? (submit any documents that support your position)*

**Other information:** *is there any further information the Administrator should be aware of to determine whether your late claim will be allowed to continue?*