



**Maintenance Enforcement Program
REGISTRATION FORM
(Form 501)**

*All fields marked with an * are required to be completed to enroll the file. Completion of this form with the requested information may assist the program when enforcement is necessary. If this information is not included, the DME may decline to enroll the file. If the Payor resides outside of Prince Edward Island, please include three certified copies of the support order.*

1. Payor: (adult ordered to pay support)

*Full name:		Pronouns:	
*Mailing address (current or last known): Current <input type="checkbox"/> Last Known <input type="checkbox"/>			
*Employer (or indicate if not employed):			
*Telephone Home:	Cell Phone	Work	
*Email address:			
*Date of birth:	Health number:	Social insurance number:	
Parent's surname at birth:			

2. Recipient (adult who the support will be paid to)

*Full name		Pronouns:	
*Mailing address:			
*Email address:			
*Telephone Home:	Cell Phone	Work	
*Date of birth:	Health number:	*Social insurance number:	

3. Previous MEP Enrollment

*Are you currently enrolled in MEP? <input type="checkbox"/> Y <input type="checkbox"/> N or Have you previously been enrolled in MEP? <input type="checkbox"/> Y <input type="checkbox"/> N
MEP File Number:

4. Claiming Arrears

*Are you claiming arrears? <input type="checkbox"/> Y <input type="checkbox"/> N If YES you <u>MUST</u> complete the attached arrears calculation sheet.
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Arrears are owed when someone does not pay the full amount of support owed under their court order or agreement. MEP has a process for determining the eligibility of arrears being claimed (See Policy 502 – Determining Eligibility). If the party requesting registration is claiming arrears for support matter not currently enrolled in MEP, the arrears must be identified on this form. MEP will not inquire about arrears if the parties do not identify that arrears may be owed at the time of at the time of registration. If you have questions about how to complete the arrears calculation sheet, please contact MEP at mep@gov.pe.ca or call 902-894-0383.

5. Family Violence Concerns -Once your file is assigned to an enforcement officer, if there are concerns relating to family violence between yourself and the other party, please let your assigned Enforcement Officer know. You may contact your assigned Enforcement Officer to discuss any precautions that may need to be put in place.

Please provide this completed form, with a copy of your support order or agreement, to the Maintenance Enforcement Program to the Family Law Centre (1 Harbourside Access Road, PO Box 2000, Charlottetown, PE C1A 7N8; fax (902) 368-6934; mep@gov.pe.ca).

If you have questions, please call the Maintenance Enforcement Program at (902) 894-0383, or visit MEP online at www.princeedwardisland.ca/en/information/justice-and-public-safety/maintenance-enforcement-program.

Personal information on this form is collected under section 6 of PEI Maintenance Enforcement Act, RSPEI 1988, Cap. M-1 and will be used for the purpose of enforcing a maintenance order or a payment order. If you have any questions about this collection of personal information, please contact the Director of Maintenance Enforcement at (902) 894-0383.

