



December 22, 2003

Interpretation: Administrative Fee Policy

All Advertising/Promotional System (APS) should be approved by the sponsor before they are sent to the PAAB. When an Advertising/Promotional System (APS) is received it is PAAB's understanding that this is the version the sponsor wants to go to publication. The fee schedule is based on that assumption.

The following policy will come into effect January 1, 2004:

1. All APS review files which have not received any response for over 180-days will be closed and any revisions following the 180-days period will be assigned a new file number and subject to a new fee.
2. All APS reviews that are not completed within a period of twelve months will be assigned a new file number and subject to a new fee.
3. Once an acceptance number is issued, the file is considered completed and further revisions to the APS would require a new submission and subject to the usual fee.

Ray Chepesiuk
Commissioner