



PART A INSTRUCTIONS FOR BROKERAGE NAME CHANGE

To change a brokerage name, please complete the following steps. Then complete and save this form and upload it to IRIS as part of the Request for Brokerage Name Change submission process.

Step 1: Obtain approval from BCFSA for the intended brokerage name change. You may submit a Request for Brokerage Name Approval submission in IRIS.

Step 2: Register the name change with the Registrar of Companies. Please note if using a trade or franchise name, it must also be registered with the Registrar of Companies prior to BCFSA's records being amended. If you will be using a franchise name, a copy of the Consent for Use of Name from the franchiser will be required to be uploaded with your submission.

PART B NAME CHANGE INFORMATION

Current brokerage name (including trade name if applicable)

Brokerage address

NEW name of brokerage (including trade name if applicable)

Effective date of name change

Name of applicant (*Managing Broker, Officer, Director or Partner*)

Signature

Title or position

Date

PRIVACY NOTICE

BCFSA collects, uses and discloses your personal information in accordance with the Freedom of Information and Protection of Privacy Act and other applicable legislation.