

Instructions:

1. Please print clearly.
2. There is a \$25 fee per licence history request. The fee must accompany this form. This fee can be paid by cheque or money order made payable to the "BC Financial Services Authority" or Visa/MasterCard (if paying by credit card, please download and complete the Credit Card Payment form available at www.bcfsa.ca/licensing/forms.html).
3. Forward completed form and fee to the BC Financial Services Authority at the address noted below or scan/email to licensing@bcfsa.ca.

PART A – ABOUT WHOM IS THE INFORMATION REQUESTED (LICENSEE NAME)?		
Last name	First name	Middle name(s)
Please complete the following information only if history is to be sent to another regulatory body.		
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female <input type="checkbox"/> Other	Any previous legal names (e.g. maiden name), or other names by which you are or have been known	
Licence number (if applicable)	Date of birth MM/DD/YYYY	
Phone number (include area code)	E-mail address	
PART B – WHERE SHOULD THE INFORMATION BE SENT?		
Real Estate Regulatory Agency		
<input type="checkbox"/> Alberta	<input type="checkbox"/> Newfoundland Labrador	<input type="checkbox"/> Yukon Territory
<input type="checkbox"/> Saskatchewan	<input type="checkbox"/> New Brunswick	<input type="checkbox"/> Nunavut Territory
<input type="checkbox"/> Manitoba	<input type="checkbox"/> Nova Scotia	
<input type="checkbox"/> Ontario	<input type="checkbox"/> Prince Edward Island	<input type="checkbox"/> U.S.A. _____ (State)
<input type="checkbox"/> Québec	<input type="checkbox"/> Northwest Territories	<input type="checkbox"/> International _____ (Country)
Other Than The Above		
Who is requesting the information? Provide name and contact information, i.e. mailing address fax # e-mail address (please only select one).		

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.

Note: Please use a separate form for each applicant. Partial payments will not be accepted.

Name of licensee
Name of brokerage

FEES AND RELATED ASSESSMENTS		
Individual Fees		
<input type="checkbox"/> \$2000		First time Licensing Application
<input type="checkbox"/> \$2000		Re-licensing Application (unlicensed for more than 90 days from licence expiry)
<input type="checkbox"/> \$1650		Licensing Renewal Application
<input type="checkbox"/> \$1700		Late Renewal (unlicensed less than 90 days from licence expiry)
<input type="checkbox"/> \$250		Licence Transfer or Reinstatement Application
<input type="checkbox"/> \$250		Personal Real Estate Corporation Transfer
<input type="checkbox"/> \$250		Change of Licence Level or Category
<input type="checkbox"/> \$50		Individual Name Change
<input type="checkbox"/> \$1000	<input type="checkbox"/> \$950 Renewal	Secondary Managing Broker Licence Application
<input type="checkbox"/> \$_____		Pro-rated licensing fee for Personal Real Estate Corporation (see www.bcfsa.ca for fees)
Brokerage Fees		
<input type="checkbox"/> \$2200	<input type="checkbox"/> \$1650 Renewal	Licensing Application – Brokerage
<input type="checkbox"/> \$1000	<input type="checkbox"/> \$950 Renewal	Licensing Application – Branch Office
<input type="checkbox"/> \$250		Change of Licence Level or Category
<input type="checkbox"/> \$50		Name or Address Change
Other Fees		
<input type="checkbox"/> \$_____	(describe)_____	

CREDIT CARD INFORMATION		
Credit card #	Expiry date MM/YY	
Name on card (PRINT CLEARLY)	Cardholder signature	Date MM/DD/YYYY
Note: Licence fees and Compensations Fund assessments are not refundable after licence issuance. If the licence is surrendered in the first year of the two year licensing period, a refund of the second year errors and omissions insurance premium is available. If an application is withdrawn for any reason prior to licence issuance, the application fee will not be refunded.		

FOR OFFICE USE ONLY PLEASE DO NOT WRITE IN THIS SECTION		
Amount	Card Auth. #	Licence #
Rec. #	Date	

Mailing Address BC Financial Services Authority 600-750 West Pender Street Vancouver, B.C. Canada V6C 2T8	Enquiries Tel: 604.660.3555 Toll-free: 1.866.206.3030 Fax: 866.660.3365 www.bcfsa.ca licensing@bcfsa.ca
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