

## Application for Access to Representative's Own File

### 1. Identification

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Last name: \_\_\_\_\_ First name: \_\_\_\_\_

Date of birth: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
Year Month Day

AMF certificate no.: \_\_\_\_\_

Other known certificate no.: \_\_\_\_\_

#### Mailing address

No. Street Apt.

City Province Postal code

Telephone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

E-mail: \_\_\_\_\_

### 2. Document requested

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- Copy of document included in my file as a representative. Note that for files related to *An Act respecting the distribution of financial products and services*, documents prior to 1991 are not available.

Please give details of the document you are requesting.

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- Others (specify) \_\_\_\_\_

Note that this application is subject to verification, and that the *Autorité des marchés financiers* (AMF) may not be able to provide the requested document or confirm its existence. The AMF also reserves the right to refuse to proceed with a request to correct personal information.

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### 3. Payment and consultation

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Fees for accessing the register are charged in accordance with schedule 1 of the *Regulation respecting fees for the transcription, reproduction or transmission of documents or personal information*. The fee for this service varies according to the type and number of documents requested.

- On-site consultation during normal office hours, by appointment.
- Remote access to a document.

Further to an application for remote access, the information access officer will provide an estimate of the fee for document reproduction. Upon receipt of your payment, you will be sent a copy of the document(s) and the original invoice, if applicable. Note that no refunds can apply to this service.

Applications should be sent to the information access officer as follows:

Responsable de l'accès à l'information  
A/S Gestion documentaire  
Autorité des marchés financiers  
**800, square Victoria, 22e étage**  
**C.P. 246, tour de la Bourse**  
**Montréal (Québec) H4Z 1G3**

**The applicant must be the person referred to in the information contained in the documents to be reproduced. Otherwise, the applicant must justify the reason for such a request.**

\_\_\_\_\_  
Applicant's signature (mandatory)

\_\_\_\_\_  
Date

### 4. Accommodations

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*The AMF processes applications made under An Act respecting Access to documents held by public bodies and the Protection of personal information in a manner that enables persons with disabilities to exercise their rights under the Act.*

*If you are disabled and wish to exercise a right provided for under the Act, please refer to your disability and outline any accommodation or measure that could make it easier for you to exercise your rights related to accessing or correcting information.*

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*The AMF will proceed with all reasonable applications. Should the AMF be unable to meet your request for accommodation, it will propose an alternative process. With respect to the exercise of your right to access and make corrections to information, the AMF adheres to the provisions of the policy on the rights of persons with disabilities introduced by the Ministère de la Santé et des Services sociaux (Québec ministry of health and social services) in December 2006.*