

AMF E-SERVICES

If you prefer to submit your application via our on-line service,
please go to our website at www.lautorite.qc.ca.

Important

If your application is incomplete, it will take longer to process. In addition, if you do not submit all missing documents by the specified date, your application for examination registration authorization will be cancelled and any fees you have paid will not be refunded.

You must inform the AMF of any change to the information in this application within 5 days of the date on which it occurs.

PART 1 – IDENTIFICATION (in block letters)							
CLIENT INFORMATION							
Client No. (10 digits)							
Ms. <input type="checkbox"/>	First name				Last name		
Mr. <input type="checkbox"/>							
Date of birth	____ / ____ / ____	Language of correspondence: French <input type="checkbox"/> English <input type="checkbox"/>					
	day	month	year				
CONTACT INFORMATION							
Civic No.		Street				Apt.	
City			Province			Postal code	
Telephone (residence)			Telephone (business)			Ext.	
Cell phone			E-mail				

PART 2 – STATEMENT

Please answer all of the questions below. Depending on your answers, you may be required to submit additional supporting documents. The forms are available on the AMF website at www.lautorite.qc.ca in the section *Professionals*.

“Since your last declaration” means any declaration you have previously submitted to the AMF as a candidate or certified representative under the *Act respecting the distribution of financial products and services*, CQLR, c. D-9.2 (the “Distribution Act”).

If this is your first declaration, please provide a complete history of the facts for each of the questions below.

Important: You must notify the AMF of any change to the information or a document furnished within 5 days of such change or, if it concerns the pursuit of another activity (“outside activity”), within 30 days of such change.

1. Do you hold a valid representative’s certificate from another province? Yes No

➔ If so, which province? _____ Number of years of practice: _____

Sector or sector class: _____

2. Since your last declaration: Yes No
- have you been convicted of an offence or a criminal act by a Canadian or foreign court
 - or**
 - have you been the subject of a civil suit related to your activities as a representative
 - or**
 - has a disciplinary sanction been imposed on you by a disciplinary committee or by a body in Québec or in another province or another state that is responsible for supervising and monitoring persons acting as representatives?

You must answer “yes” to this question if you have been granted an absolute or conditional discharge under the Criminal Code, RSC 1985 c. C-46. However, you do not need to answer “yes” if you were found not guilty or the charges against you were withdrawn

➔ If you answered **yes**, please complete and submit the **Statement of Guilt form**.

3. Are you in default of paying any outstanding fines, costs and interest imposed by a disciplinary committee or by the Court of Québec sitting in appeal of a decision of such a committee, or are you in default of paying fines for an offence committed under any of the following: the *Act respecting the distribution of financial products and services*, CQLR, c. D-9.2; the *Real Estate Brokerage* Yes No

Act, CQLR, c. C-73.2; the Securities Act, CQLR, c. V-1.1, or the Professional Code, CQLR, c. C-26?

➔ If you answered **yes**, please attach details to your application.

4. Since your last declaration, has your certificate or right to practise been suspended, cancelled, revoked or subject to any restrictions or conditions, or have you been sanctioned by a disciplinary committee or by a body in Québec or in another province or jurisdiction that is responsible for supervising and monitoring persons acting as representatives in a sector or a category governed by the *Act respecting the distribution of financial products and services*, CQLR, c. D-9.2, the *Real Estate Brokerage Act*, CQLR, c. C-73.2, or the *Securities Act*, CQLR, c. V-1.1? Yes No

You do not need to answer "yes" to this question if the decision was issued by the AMF, as the AMF already has this information on file?

➔ Decision No.: _____ Date: _____

➔ Decision maker's name: _____ Sector or sector class: _____

5. Since your last declaration, have you filed for bankruptcy, made an assignment of your property or been placed under a receiving order pursuant to the *Bankruptcy and Insolvency Act*, RSC 1985, c. B-3? Yes No

You do not have to answer "yes" to this question where a proposal was accepted by the creditors and the court.

➔ If you answered **yes**, please complete and submit the **Statement of Bankruptcy form**.

6. Are you under protective supervision in the form of a tutorship, curatorship or adviser? Yes No

Protective supervision is a mechanism provided for by law to protect persons who are under a legal disability. A supervisor is not considered a tutor, curator or adviser.

➔ If you answered **yes**, please attach details to your application.

7. Since your last declaration, have you been a director, officer or partner of a firm or partnership whose registration was cancelled under the *Act respecting the distribution of financial products and services*, CQLR, c. D-9.2, the *Real Estate Brokerage Act*, CQLR, c. C-73.2, or the *Securities Act*, CQLR, c. V-1.1? Yes No

➔ If you answered **yes**, please attach details to your application

PART 3 – PURPOSE OF THE APPLICATION

Please indicate the purpose of your application.

- Authorization to register for examinations for a first certificate
- Reinstatement of certificate

PART 4 – CAREER ENTRY REQUIREMENTS

Note

The training required as minimum qualifications is valid for two years from the date it was successfully completed or, if this training has been recognized by the Organisme d'autoréglementation du courtage immobilier du Québec (OACIQ), until April 30, 2022. If this training is no longer valid, you must apply again for a training program recognized by the AMF. After you have successfully completed the program, you will have to reapply for authorization to register for the examinations.

PART 5 – VALID CANADIAN PROOF OF IDENTITY

Note

If you provided proof of identity with a previous application, it is not necessary to do so again. Not providing one of the identity documents listed below will result in a delay in the processing of your application.

*The AMF may determine that one or more additional proofs of identity are required. **Note that a driver's licence or health insurance card is not considered valid proof of identity.***

Check and attach to this form one of the **valid Canadian identity documents** below:

- Birth certificate issued by the *Directeur de l'état civil* of Quebec or another provincial or territorial authority
- Citizenship card or certificate
- Confirmation of Permanent Residence (IMM5292 or IMM5688)
- Passport
- Permanent Resident Card
- Work permit

Please do not delete this page when printing the form.

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Part 8 - Fees payable and payment must be printed on a
single sheet of paper with no information on the reverse side.

