# 4.3. Payment of NRD User Fees – Annual

- (1) If a firm filer is required to pay an annual NRD user fee, the firm filer must pay the required fee by electronic pre-authorized debit through NRD.
- (2) A payment under subsection (1) must be made from the firm filer's NRD account.

# PART 5

TEMPORARY HARDSHIP EXEMPTION

# 5.1. Temporary Hardship Exemption

- (1) If unanticipated technical difficulties prevent an NRD filer from making a submission in NRD format within the time required under securities legislation, the NRD filer is exempt from the requirement to make the submission within the required time period, if the NRD filer makes the submission in paper format or NRD format no later than 5 business days after the day on which the information was required to be submitted.
- (2) Form 33-109F5 is the paper format for submitting a notice of a change to Form 33-109F4 information.
- (3) If unanticipated technical difficulties prevent an individual filer from submitting an application in NRD format, the individual filer may submit the application in paper format.
- (4) If an NRD filer makes a paper format submission under this section, the NRD filer must include the following legend in capital letters at the top of the first page of the submission:

"IN ACCORDANCE WITH SECTION 5.1 OF REGULATION 31-102 RESPECTING NATIONAL REGISTRATION DATABASE (NRD), THIS [SPECIFY DOCUMENT] IS BEING SUBMITTED IN PAPER FORMAT UNDER A TEMPORARY HARDSHIP EXEMPTION."

(5) If an NRD filer makes a paper format submission under this section, the NRD filer must resubmit the information in NRD format as soon as practicable and in any event within 10 business days after the unanticipated technical difficulties have been resolved.

#### PART 6 EXEMPTION

# **6.1. Exemption**

- (1) The securities regulatory authority may grant an exemption from this Regulation, in whole or in part, subject to such conditions or restrictions as may be imposed in the exemption.
- (2) Despite subsection (1), in Ontario only the regulator may grant such an exemption.
- (3) Except in Ontario, an exemption referred to in subsection (1) is granted under the statute referred to in Appendix B of National Instrument 14-101 Definitions, adopted by the Commission des valeurs mobilières du Québec pursuant to decision no. 2001-C-0274 dated June 12, 2001, opposite the name of the local jurisdiction.

#### PART 7 FINAL PROVISIONS

- **7.1.** In Québec, the provisions of this Regulation take precedence over any inconsistent provisions of Title V of the Securities Regulation made by Order-in-Council 660-83 dated March 30, 1983 (1983, *G.O.* 2, 1269).
- **7.2.** Regulation 31-102Q respecting the National Registration Database approved by Ministerial Order no. 2004-05 dated December 2, 2004 is repealed.
- **7.3.** This Regulation comes into force on the date of its publication in the *Gazette officielle du Québec*.

8194

# **M.O.,** 2007-05

Order number V-1.1-2007-05 of the Minister of Finance dated 21 June 2007

Securities Act (R.S.Q., c. V-1.1)

CONCERNING the Regulation 33-109 respecting Registration Information

WHEREAS subparagraphs 1, 2, 26 and 27 of section 331.1 of the Securities Act (R.S.Q., c. V-1.1) stipulate that the Autorité des marchés financiers may make regulations concerning the matters referred to in those paragraphs;

WHEREAS the third and fourth paragraphs of section 331.2 of the said Act stipulate that a draft regulation shall be published in the Bulletin of the Authority, accompanied with the notice required under section 10 of the Regulations Act (R.S.Q., c. R-18.1) and may not be submitted for approval or be made before 30 days have elapsed since its publication;

WHEREAS the first and fifth paragraphs of the said section stipulate that every regulation made under section 331.1 must be approved, with or without amendment, by the Minister of Finance and comes into force on the date of its publication in the *Gazette officielle du Québec* or any later date specified in the regulation;

WHEREAS the draft Regulation 33-109 respecting Registration Information was published in the Bulletin concerning securities of the Autorité des marchés financiers, volume 3, No. 19 of May 12, 2006;

WHEREAS on May 4, 2007, by the decision No. 2007-PDG-0089, the Authority made the Regulation 33-109 Respecting Registration Information;

WHEREAS there is cause to approve this regulation without amendment:

CONSEQUENTLY, the Minister of Finance approves without amendment the Regulation 33-109 respecting Registration Information.

June 21, 2007

MONIQUE JÉRÔME-FORGET, *Minister of Finance* 

# Regulation 33-109 respecting Registration Information

Securities Act (R.S.Q., c. V-1.1, s. 331.1, par. (1), (2), (26) and (27); 2006, c. 50)

# PART 1 DEFINITIONS

#### 1.1. Definitions

In this Regulation

"Form 3" means the required form for an application for registration as dealer, adviser, or underwriter in the local jurisdiction; "Form 4" means the form that was required for an application for registration for an individual in the local jurisdiction before February 21, 2003, or in Québec, before January 1, 2005.

"permitted individual" means, for a registered firm or for a person or company that is applying for registration, an individual who is not registered to trade or advise on behalf of the firm and who

- (a) is a director, partner, officer, or branch manager of the firm, or
  - (b) in Alberta, British Columbia, and Ontario
- (i) is a director, partner, officer, or branch manager of the firm, or
- (ii) beneficially owns, directly or indirectly, or exercises control or direction over, 10 percent or more of the voting securities of the firm;

"NRD submission number" means the unique number generated by NRD to identify each NRD submission;

"registered firm" means a person or company that is registered as a dealer, adviser, or underwriter;

"registered individual" means, for a registered firm, an individual who,

- (a) is registered to trade or advise on behalf of the registered firm, or,
- (b) in Québec, is registered to act as a securities dealer or adviser, on behalf of the registered firm;

"sponsoring firm" means,

- (a) for a registered individual,
- (i) the registered firm on whose behalf the individual trades or advises, or,
- (ii) in Québec, the registered firm on whose behalf the individual acts as a securities dealer or adviser,
  - (b) for an individual applying for registration,
- (i) the registered firm, or the person or company applying to become a registered firm, on whose behalf the individual proposes to trade or advise, or,

- (ii) in Québec, the registered firm, or the person or company applying to become a registered firm, on whose behalf the individual proposes to act as a securities dealer or adviser.
- (c) for a permitted individual of a registered firm, the registered firm on whose behalf the individual acts, or
- (d) for a permitted individual of a person or company that is applying for registration, the person or company that is applying for registration.

# 1.2. Interpretation

Terms defined in Regulation 31-102 respecting National Registration Database approved by the Minister Order 2007-04 dated June 21, 2007 and used in this Regulation have the respective meanings ascribed to those terms in Regulation 31-102 respecting National Registration Database.

# PART 2 APPLICATION FOR REGISTRATION

# 2.1. Dealer, Adviser and Underwriter Registration

An applicant for registration as a dealer, adviser, or underwriter must submit to the securities regulatory authority,

- (a) in paper format, a completed Form 3;
- (b) in accordance with Regulation 31-102 respecting National Registration Database, a completed Form 33-109F3 for each business location of the applicant, other than the applicant's head office; and
- (c) in accordance with Regulation 31-102 respecting National Registration Database, a completed Form 33-109F4 for each permitted individual of the applicant who has not applied to become a registered individual with the applicant under subsection 2.2(1).

# 2.2. Individual Applicants

- (1) An individual who applies for registration under securities legislation must make the application by submitting to the securities regulatory authority in accordance with Regulation 31-102 respecting National Registration Database a completed Form 33-109F4.
- (2) Despite subsection (1), a permitted individual of a registered firm who applies to become a registered individual with the firm must make the application by submitting to the securities regulatory authority in accordance with Regulation 31-102 respecting National Registration Database a completed Form 33-109F2.

# 2.3. Commodity Futures Act Registrants

- (1) In Manitoba and Ontario, despite section 2.1, if an applicant for registration under section 2.1 is registered under the *Commodity Futures Act* (R.S.O., 1990, c. C.20; C.C.S.M., c. C152), the applicant
- (a) is not required to submit a completed Form 33-109F3 under subsection 2.1(b) for any business location of the applicant that is recorded on NRD; and
- (b) is not required to submit a completed Form 33-109F4 under subsection 2.1(c) for a permitted individual if the applicant submits to the regulator, in accordance with Regulation 31-102 respecting National Registration Database, a completed Form 33-109F2 for the individual.
- (2) In Manitoba and Ontario, despite subsection 2.2(1), if an individual applies for registration under securities legislation and is recorded on NRD with his or her sponsoring firm as registered under the *Commodity Futures Act*, the individual must make the application by submitting to the regulator, in accordance with Regulation 31-102 respecting National Registration Database, a completed Form 33-109F2.

#### PART 3

# CHANGES TO REGISTERED FIRM INFORMATION

#### 3.1. Changes to Form 3 Information

- (1) A registered firm must notify the securities regulatory authority of a change to any information previously submitted in Form 3, or under this subsection, within 5 business days of the change.
- (2) For the purposes of subsection (1), a notice of change must be made by submitting a completed Form 33-109F5 in paper format.
- (3) Despite subsection (2), a notice of change under this section is not required to be in Form 33-109F5 if the change relates to
- (a) the addition of an officer, partner, or director to the registered firm, and if a completed Form 33-109F4 in respect of the officer, partner, or director is submitted under section 2.2 or 3.3;
- (b) the resignation or termination of an officer, partner or director of the registered firm, and if a completed Form 33-109F1 is submitted under section 4.3 or 5.2; or

(c) a business location other than head office, and if a completed Form 33-109F3 is submitted under section 3.2.

### 3.2. Changes to Business Locations

- (1) A registered firm must notify the securities regulatory authority of the opening of a business location, other than a new head office, by submitting in accordance with Regulation 31-102 respecting National Registration Database a completed Form 33-109F3 within 5 business days of the opening.
- (2) A registered firm must notify the securities regulatory authority of a change to any information previously submitted in Form 33109F3 by submitting in accordance with Regulation 31-102 respecting National Registration Database a completed Form 33-109F3 within 5 business days of the change.

#### 3.3. Addition of Permitted individuals

A registered firm must submit to the securities regulatory authority in accordance with Regulation 31-102 respecting National Registration Database a completed Form 33-109F4 for a permitted individual within 20 business days of the individual becoming a permitted individual of the registered firm.

#### 3.4. Changes to other registration information

A registered firm must notify the securities regulatory authority of a change in its auditor or financial year-end within 5 business days of the change.

#### PART 4

CHANGES TO REGISTERED INDIVIDUAL INFORMATION

# 4.1. Changes to Form 33-109F4 Information

- (1) A registered individual must notify the securities regulatory authority in accordance with Regulation 31-102 respecting National Registration Database of a change to any information previously submitted in Form 33-109F4, or under this subsection, within 5 business days of the change.
- (2) Despite subsection (1), a registered individual must notify the securities regulatory authority in accordance with Regulation 31-102 respecting National Registration Database of a change to information previously submitted in Item 11 of Form 33-109F4, or under this subsection, within 10 business days of the change.

(3) Despite subsection (1), a registered individual must notify the securities regulatory authority in accordance with Regulation 31-102 respecting National Registration Database of a change to information previously submitted in Items 3, 4, or paragraph 1 of Item 8 of Form 33-109F4, or under this subsection, within 20 business days of the change.

# **4.2.** Application to Change or Surrender Individual Registration Categories

A registered individual of a registered firm who applies to change or surrender his or her registration category with the firm must make the application by submitting to the securities regulatory authority in accordance with Regulation 31-102 respecting National Registration Database a completed Form 33-109F2.

# 4.3. Termination of Relationship

A registered firm must, within 5 business days of a termination of an employment, partner, or agency relationship with a registered individual, notify the securities regulatory authority of the termination of the relationship by submitting in accordance with Regulation 31-102 respecting National Registration Database a completed Form 33-109F1.

#### PART 5

CHANGES TO PERMITTED INDIVIDUAL INFORMATION

# 5.1. Changes to Form 33-109F4 Information

- (1) A registered firm must notify the securities regulatory authority in accordance with Regulation 31-102 respecting National Registration Database of a change to any information previously submitted in Form 33-109F4, or under this subsection, for a permitted individual within 5 business days of the change.
- (2) Despite subsection (1), a registered firm must notify the securities regulatory authority in accordance with Regulation 31-102 respecting National Registration Database of a change to information previously submitted in Item 11 of Form 33-109F4, or under this subsection, for a permitted individual within 10 business days of the change.
- (3) Despite subsection (1), a registered firm must notify the securities regulatory authority in accordance with Regulation 31-102 respecting National Registration Database of a change to information previously submitted in Items 3, 4, or paragraph 1 of Item 8 of Form 33-109F4, or under this subsection, for a permitted individual within 20 business days of the change.

- (4) Despite subsection (1), a registered firm must notify the securities regulatory authority of a change to any information regarding a category of permitted individual listed in Item 6 of Form 33-109F4 for a permitted individual by submitting in accordance with Regulation 31-102 respecting National Registration Database a completed Form 33-109F2 within 5 business days of the change.
- (5) Despite subsections (1), (2), (3), and (4), a registered firm is not required to notify the securities regulatory authority of a change to information if another firm has notified the securities regulatory authority of the change in accordance with Regulation 31-102 respecting National Registration Database and within the required time.

# 5.2. Termination of Relationship

A registered firm must, within 5 business days of an individual ceasing to be a permitted individual of the registered firm, notify the securities regulatory authority in accordance with Regulation 31-102 respecting National Registration Database of the termination of the relationship by submitting a completed Form 33-109F1.

#### PART 6

DUE DILIGENCE AND RECORD-KEEPING

### 6.1. Sponsoring Firm Obligations

- (1) A sponsoring firm must make reasonable efforts to ensure that information submitted by
  - (a) the firm for a permitted individual; or
- (b) a registered individual, or an individual applying for registration, for whom the firm is the sponsoring firm, is true and complete.
- (2) A sponsoring firm must retain all documents used by the firm to satisfy its obligation under subsection (1),
- (a) in the case of a permitted individual, for a period of seven years after the individual ceases to be a permitted individual; or
- (b) in the case of a registered individual, or an individual applying for registration, for a period of seven years after the individual ceases to be a registered individual with the firm.

- (3) Without limiting the generality of subsection (2), if a registered individual, or an individual applying for registration, appoints an agent for service, the sponsoring firm must keep the original Appointment of Agent for Service executed by the individual for the period of time set out in paragraph (2)(b).
- (4) A sponsoring firm that retains a document under subsection (2) or (3) in respect of an NRD submission must record the NRD submission number on the document.

# PART 7 EXEMPTION

#### 7.1. Exemption

- (1) The securities regulatory authority may grant an exemption from this Regulation, in whole or in part, subject to such conditions or restrictions as may be imposed in the exemption.
- (2) Despite subsection (1), in Ontario only the regulator may grant such an exemption.
- (3) Except in Ontario, an exemption referred to in subsection (1) is granted under the statute referred to in Appendix B of National Instrument 14-101 Definitions, adopted by the Commission des valeurs mobilières du Québec pursuant to decision no. 2001-C-0274 dated June 12, 2001, opposite the name of the local jurisdiction.

#### PART 8 FINAL PROVISIONS

- **8.1.** In Québec, the provisions of this Regulation take precedence over any inconsistent provisions of Title V of the Securities Regulation made by Order-in-Council 660-83 dated March 30, 1983 (1983, G.O. 2, 1269).
- **8.2.** Regulation 33-109Q respecting Registration Information approved by Ministerial Order no. 2004-06 dated December 2, 2004 is repealed.
- **8.3.** This Regulation comes into force on the date of its publication in the *Gazette officielle du Québec*.

# FORM 33-109F1 Notice of termination

Enter the following information using the online version of this submission at the NRD web site (www.nrd.ca). If the NRD filer is relying on the temporary hardship exemption in Regulation 31-102, this form is required to be delivered to the regulator in paper format.

1. Individual	
Name of individual:	
NRD number of individual:	
2. Business location	
Address of business location:	
NRD number of business location:	
3. Termination	
Effective date of termination:	
Indicate whether the individual:	
was dismissed for cause	
was dismissed in good standing	
resigned in good standing	
is deceased	
Include details regarding any:	
unresolved client complaints:	
internal discipline matters:	
restrictions for violation of regulatory requirements:	
financial obligations the individual has to clients:	

#### **Notice of Collection and Use of Personal Information**

The personal information required under this form is collected on behalf of and used by the securities regulatory authorities set out below for the administration and enforcement of certain provisions of the securities legislation in British Columbia, Alberta, Saskatchewan, Manitoba, Ontario, Québec, Nova Scotia, New Brunswick, Prince Edward Island, Newfoundland and Labrador, Northwest Territories, Yukon Territory, and Nunavut.

If you have any questions about the collection and use of this information, you may contact the securities regulatory authority in any jurisdiction in which the required information is filed, at the address or telephone number provided in Schedule "A".

#### **WARNING:**

It is an offence to submit information that, in a material respect and at the time and in the light of the circumstances in which it is submitted, is misleading or untrue.

#### **CERTIFICATION**

# The following certification is to be used when submitting this form in NRD format:

☐ I am making this submission as agent for the NRD filer. By checking this box, I certify that all statements of fact in this submission were provided to me by the NRD filer.

# The following certification is to be used when submitting this form in paper format:

I, the undersigned, certify that I have read and that I understand the questions in the notice and the Warning set out above. I also certify that all statements of fact made in the answers to the questions are true.

Signature of authorized officer or partner	Date

Firm name

# SCHEDULE "A"

# Notice and Collection and Use of Personal Information

#### **Contact Information**

#### Alberta

Alberta Securities Commission 4th Floor, 300 B 5th Avenue S.W. Calgary, AB T2P 3C4 Attention, Information Officer

Attention: Information Officer Telephone: (403) 297-6454

# **British Columbia**

British Columbia Securities Commission P.O. Box 10142, Pacific Centre 701 West Georgia Street Vancouver, BC V7Y 1L2

Attention: Freedom of Information Officer Telephone: (604) 899-6500 or (800) 373-6393

(in B.C.)

# Manitoba

The Manitoba Securities Commission 500-400 Ave St-Mary Winnipeg, MB R3C 4K5

Attention: Director – Legal Telephone: (204) 945-4508

#### New Brunswick

New Brunswick Securities Commission 85 Charlotte Street, Suite 300 Saint John, New Brunswick E2L 2J2

Commission des valeurs mobilières du Nouveau-Brunswick

85, rue Charlotte, bureau 300

Saint John (Nouveau-Brunswick) E2L 2J2 Attention: Director Market Regulation Directeur de la réglementation du marché

Telephone: (506) 658-3021

# Newfoundland and Labrador

Securities Commission of Newfoundland and Labrador P.O. Box 8700, 2nd Floor, West Block

Confederation Building St. John's, NF A1B 4J6

Attention: Director of Securities

Tel: (709) 729-4189

#### Nova Scotia

Nova Scotia Securities Commission 2nd Floor, Joseph Howe Building 1690 Hollis Street P.O. Box 458

Halifax, NS B3J 3J9 Attention: FOI Officer Telephone: (902) 424-7768

#### **Northwest Territories**

Government of the Northwest Territories P.O. Box 1320

Yellowknife, NWT X1A 2L9

Attention: Deputy Registrar of Securities

Telephone: (867) 920-8984

#### Nunavut

Legal Registries Division Department of Justice Government of Nunavut P.O. Box 1000 Station 570 Iqaluit, NU X0A 0H0

Attention: Deputy Registrar of Securities

Telephone: (867) 975-6190

#### Ontario

Ontario Securities Commission Suite 1903, Box 55 20 Queen Street West Toronto, ON M5H 3S8 Attention: FOI Coordinator

Telephone: (416) 593-8314

# **Prince Edward Island**

Securities Registry Office of the Attorney General B

Consumer, Corporate and Insurance Services Division

P.O. Box 2000

Charlottetown, PE C1A 7N8

Attention: Deputy Registrar of Securities

Telephone: (902) 368-4569

#### Québec

Autorité des marchés financiers 800, square Victoria C.P. 246, 22° étage Montréal (Québec) H4Z 1G3

À l'attention du responsable de l'accès à l'information

Telephone: (514) 395-0337 or (877) 525-0337 (in Québec)

#### Saskatchewan

Saskatchewan Financial Services Commission 800 B1920 Broad Street Regina, SK S4P 3V7 Attention: Director

Telephone: (306) 787-5842

#### Yukon

Department of Community Services Yukon P.O. Box 2703

Whitehorse, YU Y1A 2C6 Attention: Registrar of Securities Telephone: (867) 667-5225

#### FORM 33-109F2

# Change or surrender of individual categories

Enter the following information using the online version of this submission at the NRD web site (www.nrd.ca). If the NRD filer is relying on the temporary hardship exemption in Regulation 31-102, this form is required to be delivered to the regulator in paper format.

1.	In			

Name of individual:	
NRD number of individual:	

# 2. Individual categories

Indicate the individual categories that the individual is adding or removing:

#### 3. Details of surrender

If the individual is surrendering his or her registration, include details regarding any:

unresolved client complaints:

internal discipline matters:

restrictions for violation of regulatory requirements that occurred at any time during the individual's employment with the firm:

financial obligations the individual has to clients:

#### **Notice of Collection and Use of Personal Information**

The personal information required under this form is collected on behalf of and used by the securities regulatory authorities set out below for the administration and enforcement of certain provisions of the securities legislation in British Columbia, Alberta, Saskatchewan, Manitoba, Ontario, Québec, Nova Scotia, New Brunswick, Prince Edward Island, Newfoundland and Labrador, Northwest Territories, Yukon Territory, and Nunavut.

By submitting this information, you consent to the collection by the securities regulatory authority of the personal information provided above, police records, records from other government or non-governmental regulatory authorities or self-regulatory organizations, credit records and employment records about you as may be necessary for the securities regulatory authority to complete its review of the information submitted above including your continued fitness for registration, if applicable, in accordance with the legal authority of the securities regulatory authority for the duration of the period that you remain registered or approved by the securities regulatory authority. The sources the securities regulatory authority may contact include government and private bodies or agencies, individuals, corporations and other organizations.

If you have any questions about the collection and use of this information, you may contact the securities regulatory authority in any jurisdiction in which the required information is filed, at the address or telephone number provided in Schedule. "A"

#### **WARNING:**

It is an offence to submit information that, in a material respect and at the time and in the light of the circumstances in which it is submitted, is misleading or untrue.

#### **CERTIFICATION:**

The following certification is to be used when submitti	ing this form in NRD format:
☐ I am making this submission as agent for the individucertify that all statements of fact in this submission were	ual to whom this submission relates. By checking this box provided to me by the individual.
Both of the following certifications are to be used whe	n submitting this form in paper format:
I, the undersigned, certify that I have read and that I und above. I also certify that all statements of fact provided in	derstand the questions in this form and the Warning set our this application are true.
Signature of applicant or permitted individual	 Date

I, the undersigned, certify on behalf of the sponsoring firm that the individual will be engaged by the sponsoring firm as a registered individual or a permitted individual. I certify that I have, or a branch manager or another officer or partner has, discussed the questions set out in this form and I am satisfied that the individual fully understands the questions.

Signature of applicant or permitted individual Date

Firm name

# SCHEDULE "A"

#### Notice and Collection and Use of Personal Information

#### **Contact Information**

# Alberta

Alberta Securities Commission 4th Floor, 300 B 5th Avenue S.W. Calgary, AB T2P 3C4

Attention: Information Officer

Telephone: (403) 297-6454

British Columbia Securities Commission P.O. Box 10142, Pacific Centre 701 West Georgia Street Vancouver, BC V7Y 1L2

Attention: Freedom of Information Officer Telephone: (604) 899-6500 or (800) 373-6393

(in B.C.)

#### Manitoba

The Manitoba Securities Commission 500-400 Ave St-Mary Winnipeg, MB R3C 4K5

Attention: Director – Legal Telephone: (204) 945-4508

# **New Brunswick**

**British Columbia** 

New Brunswick Securities Commission 85 Charlotte Street, Suite 300 Saint John, New Brunswick E2L 2J2

Commission des valeurs mobilières du Nouveau-Brunswick

85, rue Charlotte, bureau 300

Saint John (Nouveau-Brunswick) E2L 2J2 Attention: Director Market Regulation Directeur de la réglementation du marché

Telephone: (506) 658-3021

#### **Newfoundland and Labrador**

Securities Commission of Newfoundland and Labrador P.O. Box 8700, 2nd Floor, West Block

Confederation Building St. John's, NF A1B 4J6

Attention: Director of Securities

Tel: (709) 729-4189

#### Nova Scotia

Nova Scotia Securities Commission 2nd Floor, Joseph Howe Building 1690 Hollis Street

P.O. Box 458 Halifax, NS B3J 3J9 Attention: FOI Officer Telephone: (902) 424-7768

# **Northwest Territories**

Government of the Northwest Territories P.O. Box 1320

Yellowknife, NWT X1A 2L9

Attention: Deputy Registrar of Securities

Telephone: (867) 920-8984

#### Nunavut

Legal Registries Division Department of Justice Government of Nunavut P.O. Box 1000 Station 570 Igaluit, NU X0A 0H0

Attention: Deputy Registrar of Securities

Telephone: (867) 975-6190

#### Ontario

Ontario Securities Commission Suite 1903, Box 55 20 Oueen Street West Toronto, ON M5H 3S8 Attention: FOI Coordinator Telephone: (416) 593-8314

# Prince Edward Island

Securities Registry Office of the Attorney General B

Consumer, Corporate and Insurance Services Division

P.O. Box 2000

Charlottetown, PE C1A 7N8

Attention: Deputy Registrar of Securities

Telephone: (902) 368-4569

#### **Ouébec**

Autorité des marchés financiers 800, square Victoria C.P. 246, 22° étage Montréal (Québec) H4Z 1G3

À l'attention du responsable de l'accès à l'information

Telephone: (514) 395-0337 or (877) 525-0337 (in Québec)

#### Saskatchewan

Saskatchewan Financial Services Commission 800 B1920 Broad Street

Regina, SK S4P 3V7 Attention: Director

Telephone: (306) 787-5842

Department of Community Services Yukon P.O. Box 2703 Whitehorse, YU Y1A 2C6

Attention: Registrar of Securities Telephone: (867) 667-5225

# FORM 33-109F3

Please select one box:

#### **Business locations other than Head Office**

sub-branch

Enter the following information using the online version of this submission at the NRD web site (www.nrd.ca). If the NRD filer is relying on the temporary hardship exemption in Regulation 31-102, this form is required to be delivered to the regulator in paper format.

	This form is bei	ng submitted to	notify the i	egulator of the	e opening of the	nis business	location.	C
£ ~		C	•					

□ forn	This form is being submitted to notify the regulator of the opening of this business location. Complete the entire in.
□ forn	This form is being submitted to notify the regulator of the closing of this business location. Complete the entire n.
	This form is being submitted to notify the regulator of the change of information previously submitted in respect his business location. Complete the entire form and describe the information that has changed (for example ephone number" or "type of business location"):
1. 7	Type of business location
	branch

2. Supervisor or branch manager	
NRD number of the designated supervisor or branch manager:	
Name of designated supervisor or branch manager:	
3. Business location information	
Business address:	
Telephone number: ( )	
Facsimile number: ( )	
Mailing address (if different from business address):	
Notice of Collection and Use of Personal Information	
The personal information required under this form is collected on behalf of and used by the securities authorities set out below for the administration and enforcement of certain provisions of the securities I British Columbia, Alberta, Saskatchewan, Manitoba, Ontario, Québec, Nova Scotia, New Brunswick, Pr Island, Newfoundland and Labrador, Northwest Territories, Yukon Territory, and Nunavut.	egislation in
If you have any questions about the collection and use of this information, you may contact the securities authority in any jurisdiction in which the required information is filed, at the address or telephone number Schedule "A".	
WARNING:	
It is an offence to submit information that, in a material respect and at the time and in the light of the circu which it is submitted, is misleading or untrue.	ımstances in
CERTIFICATION	
The following certification is to be used when submitting this form in NRD format:	
☐ I am making this submission as agent for the NRD filer. By checking this box, I certify that all states in this submission were provided to me by the NRD filer.	nents of fact
The following certification is to be used when submitting this form in paper format:	
I, the undersigned, certify that I have read and that I understand the questions in this notice and the Wa above. I also certify that all statements of fact made in the answers to the questions are true.	rning set out
Signature of authorized officer or partner  Date	
Firm name	

#### SCHEDULE "A"

# Notice and Collection and Use of Personal Information

#### **Contact Information**

#### Alberta

Alberta Securities Commission 4th Floor, 300 B 5th Avenue S.W.

Calgary, AB T2P 3C4

Attention: Information Officer Telephone: (403) 297-6454

#### **British Columbia**

British Columbia Securities Commission P.O. Box 10142, Pacific Centre

701 West Georgia Street Vancouver, BC V7Y 1L2

Attention: Freedom of Information Officer Telephone: (604) 899-6500 or (800) 373-6393

(in B.C.)

#### Manitoba

The Manitoba Securities Commission 500-400 Ave St-Mary

Winnipeg, MB R3C 4K5 Attention: Director – Legal Telephone: (204) 945-4508

#### **New Brunswick**

New Brunswick Securities Commission 85 Charlotte Street, Suite 300 Saint John, New Brunswick E2L 2J2

Commission des valeurs mobilières du Nouveau-Brunswick

85, rue Charlotte, bureau 300

Saint John (Nouveau-Brunswick) E2L 2J2 Attention: Director Market Regulation Directeur de la réglementation du marché

Telephone: (506) 658-3021

#### **Newfoundland and Labrador**

Securities Commission of Newfoundland and Labrador P.O. Box 8700, 2nd Floor, West Block

Confederation Building St. John's, NF A1B 4J6

Attention: Director of Securities

Tel: (709) 729-4189

#### Nova Scotia

Nova Scotia Securities Commission 2nd Floor, Joseph Howe Building

1690 Hollis Street P.O. Box 458 Halifax, NS B3J 3J9

Attention: FOI Officer Telephone: (902) 424-7768

#### **Northwest Territories**

Government of the Northwest Territories

P.O. Box 1320

Yellowknife, NWT X1A 2L9

Attention: Deputy Registrar of Securities

Telephone: (867) 920-8984

#### Nunavut

Legal Registries Division Department of Justice Government of Nunavut P.O. Box 1000 Station 570 Iqaluit, NU XOA 0H0

Attention: Deputy Registrar of Securities

Telephone: (867) 975-6190

#### Ontario

Ontario Securities Commission

Suite 1903, Box 55 20 Queen Street West Toronto, ON M5H 3S8 Attention: FOI Coordinator Telephone: (416) 593-8314

# **Prince Edward Island**

Securities Registry

Office of the Attorney General B

Consumer, Corporate and Insurance Services Division

P.O. Box 2000

Charlottetown, PE C1A 7N8

Attention: Deputy Registrar of Securities

Telephone: (902) 368-4569

#### **Ouébec**

Autorité des marchés financiers 800, square Victoria C.P. 246, 22° étage Montréal (Québec) H4Z 1G3

À l'attention du responsable de l'accès à l'information

Telephone: (514) 395-0337 or (877) 525-0337 (in Québec)

#### Saskatchewan

Saskatchewan Financial Services Commission 800 B1920 Broad Street Regina, SK S4P 3V7 Attention: Director

Telephone: (306) 787-5842

#### Yukon

Department of Community Services Yukon P.O. Box 2703 Whitehorse, YU Y1A 2C6

Attention: Registrar of Securities Telephone: (867) 667-5225

#### FORM 33-109F4

#### REGISTRATION INFORMATION FOR AN INDIVIDUAL

#### SUBMISSION TO NRD

Enter the following information using the online version of this submission at the NRD web site (www.nrd.ca). If the NRD filer is relying on the temporary hardship exemption in Regulation 31-102 this form is required to be delivered to the regulator in paper format.

# INSTRUCTIONS FOR FILING IN PAPER FORMAT

- 1. This form is to be used by every individual seeking registration from a securities regulatory authority or a self-regulatory organization or who is a permitted individual with a registered firm or a firm seeking registration.
- 2. This form is also to be used by any sole proprietor submitting an application for registration as a dealer, broker, adviser or underwriter to a securities regulatory authority.
- 3. Failure to answer all applicable questions may cause delays in the processing of the application form.
- 4. This form must be legible.
- 5. To complete the application, individuals should seek advice from an authorized officer of the sponsoring firm or from a legal adviser.
- 6. The number of originally-signed copies of the form to be filed with the self-regulatory organization and/or securities regulatory authority or similar authority varies from province to province. If unsure of the procedure, please consult the Registration Department of the self-regulatory organization to which you are applying or the applicable securities regulatory authority, or similar authority.

tem 1 – Name			
1. Legal name			
Last name	First name	Second name (if applicable)	Third name (if applicable)
2. Other names			
Are you currently, or have y above? Yes	ou previously been, know No	n by a name other than the na	me provided
If "Yes", complete Schedule	e "A".		
tem 2 – Residential address			
Current address			
Provide all residential addre	esses, including any foreig	n residential addresses, for the	e past 10 years.
Current residential address:	(number, street, city, prov	ince, territory or state, country	y, postal code)
Telephone number: ( ) _	Resided	at this address since: ${(YYYY)}$	
If you have resided at this a	ddress for less than 10 year	ars, complete Schedule "B".	
tem 3 – Personal informatio	n		
Personal description			
Date of birth:	Place of bi	rth:(city, province, territory of	or state, country)
Gender: Fem Male		eyes: Cole	our of hair:
Height: imperial units:	OR	metric units:	
Weight: imperial units:	OR	metric units:	
tem 4 – Citizenship			
Citizenship information			
What is your citizenship?			
☐ Canadian			
Other, specify:			

If you are a citizen of a country oth required to provide the following in		lowing for that other citizenship. You are or	nly
Passport number:	Country of citizenship:		
Date of issue: (YYYY/MM/DD)			
Place of issue:(city, province, term	ritory or state, country)		
Item 5 – Registration jurisdictions			
Jurisdictions			
Indicate, by checking the appropria	ate box, each province or territory	y to which you are submitting this form:	
☐ Alberta ☐ British Columbia ☐ Manitoba ☐ New Brunswick ☐ Newfoundland and Labrador	<ul><li>Northwest Territories</li><li>Nova Scotia</li><li>Nunavut</li><li>Ontario</li></ul>	<ul><li>□ Prince Edward Island</li><li>□ Québec</li><li>□ Saskatchewan</li><li>□ Yukon Territory</li></ul>	
Item 6 – Individual categories			
Categories			
Indicate, by checking the appropria If you are a permitted individual a your position with your sponsoring	nd you are not applying for regis	istration category for which you are applying stration, indicate each category that describe	ng. bes
Item 7 – Address and agent for serv	ice		
1. Address for service			
You must have one address for se become, a registered individual or p Complete Schedule "D" for each a	permitted individual. A post office	ory in which you are now, or are applying the box is not an acceptable address for service are providing.	ce.
Address for service:(number, stre	et, city, province or territory, pos	stal code)	
Telephone number: ( )	Fax number: ( )		
E-mail address:			_
2. Agent for service			
If you have appointed an agent for s provided above must be the addres		ormation for the agent. The address for serv	ice
Name of agent for service:			
Contact person:		<del></del>	
Last na	me First	est name	

Mailing address: \_

1. Course or examination information
Complete Schedule "E" to indicate each course and examination that you have successfully completed or f which you have received an exemption.
If you are not required under securities legislation or the rules of a self-regulatory organization to satisfy a course or examination requirements you are not required to complete this item.
2. Student numbers
If you have a student number with one of the following institutions, provide it below:
Canadian Securities Institute (CSI):
Investment Funds Institute of Canada (IFIC):
Institute of Canadian Bankers (ICB):
Association for Investment Management and Research (AIMR):
Canadian Association of Insurance and Financial Advisors (CAIFA):
3. Exemption refusal
Has any securities regulatory authority or self-regulatory organization refused to grant you an exemption from course, examination or experience requirement?  Yes No
If "Yes", complete Schedule "F".
Item 9 – Location of employment
Location of employment
Provide the following information for the location of the sponsoring firm at which you will be working. If you we be working out of more than one location, provide the following information for the location out of which you we be doing most of your business.
NRD number:
Business address: (number, street, city, province, territory or state, country, postal code)
Telephone number: ( ) Fax number: ( )
Check here if the mailing address of the location is the same as the business address provided above Otherwise, complete the following:

(number, street, city, province, territory or state, country, postal code)

Item 10 – Current employment	
Employment information	
On Schedule "G", provide the information requested for your current business and employment activit including those with your sponsoring firm.	es,
☐ Check here if you are not required under securities legislation to provide this information.	
Item 11 – Previous employment	
Employment information	
On Schedule "H", provide the information requested for your previous business and employment activities for 10-year period before the date of this application. Include any periods of self-employment or unemployment gring this period. Do not include summer employment while you were a full-time student.	
In addition, provide the information requested for all of your securities or exchange contracts (including commod futures contracts and commodity futures options) business and employment activities during and prior to the tyear period.	
☐ Check here if you are not required under securities legislation to provide this information.	
☐ Check here if the information required by this section has been provided in Item 10.	
Item 12 – Resignations and terminations	
Resignation and termination information	
Have you ever resigned or been terminated following allegations, made by a client, sponsoring firm, so regulatory organization, securities regulatory authority or any other regulatory authority that you:	elf-
a) violated investment related statutes, regulations, rules or industry standards of conduct?  Yes  No	
b) failed to supervise in connection with investment related statutes, regulations, rules or industry standards conduct?    Yes    No	of
c) committed fraud or the wrongful taking of property?	
If "Yes", to any of the above questions, complete Schedule "I".	
Item 13 – Regulatory disclosure	
1. Securities regulatory authorities	_
a) Other than a registration that has been recorded on NRD under the NRD number you are using to make a submission, are you now, or have you ever been, registered or licensed to trade in or advise on securities exchange contracts (including commodity futures contracts and commodity futures options) in any provinterritory, state or country?    Yes   No	or
If "Yes", complete Schedule "J", section 1(a).	

b) Are you now, or have you ever been, a partner, director, officer, or holder of voting securities carrying more than 10 percent of the votes carried by all outstanding voting securities of any firm which has been registered or licensed, or is now registered or licensed, to trade in or advise on securities or exchange contracts (including commodity futures contracts and commodity futures options) in any province, territory, state or country?
If "Yes", complete Schedule "J", section 1(b).
c) Have you, or has any firm (other than your sponsoring firm or a firm that is or was registered in a Canadian jurisdiction and identified in response to Item 13(1)(b)), when you were a partner, director, officer or holder of voting securities carrying more than 10 percent of the votes carried by all outstanding voting securities of that firm, been refused registration or a license to trade in or advise on securities or exchange contracts (including commodity futures contracts and commodity futures options) in any province, territory, state or country?  Yes No
If "Yes", complete Schedule "J", section 1(c).
d) Have you, or has any firm (other than your sponsoring firm or a firm that is or was registered in a Canadian jurisdiction and identified in response to Item 13(1)(b)), when you were a partner, director, officer or holder of voting securities carrying more than 10 percent of the votes carried by all outstanding voting securities of that firm, been denied the benefit of any exemption from registration provided by securities legislation or legislation governing exchange contracts (including commodity futures contracts and commodity futures options) in any province, territory, state or country?    Yes   No
If "Yes", complete Schedule "J", section 1(d).
e) Have you, or has any firm (other than your sponsoring firm or a firm that is or was registered in a Canadian jurisdiction and identified in response to Item 13(1)(b)), when you were a partner, director, officer or holder of voting securities carrying more than 10 percent of the votes carried by all outstanding voting securities of that firm, been subject to a cease trade order, a cease distribution order, a suspension or termination order, any disciplinary proceedings or any order resulting from disciplinary proceedings pursuant to securities legislation or legislation governing exchange contracts (including commodity futures contracts and commodity futures options) in any province, territory, state or country?
If "Yes", complete Schedule "J", section 1(e).
2. Self-regulatory organizations
a) Have you, or has any firm (other than your sponsoring firm or a firm that is or was registered in a Canadian jurisdiction and identified in response to Item 13(1)(b)), when you were a partner, director, officer or holder of voting securities carrying more than 10 percent of the votes carried by all outstanding voting securities of that firm, been a member or participating organization of any stock exchange or other self-regulatory organization in any province, territory, state or country?    Yes   No
If "Yes", complete Schedule "J", section 2 (a).
b) Have you, or has any firm (other than your sponsoring firm or a firm that is or was registered in a Canadian jurisdiction and identified in response to Item 13(1)(b)), when you were a partner, director, officer or holder of voting securities carrying more than 10 percent of the votes carried by all outstanding voting securities of that firm, been refused membership or entry as a participating organization in any stock exchange or other self-regulatory organization in any province, territory, state or country?
If "Yes", complete Schedule "J", section 2 (b).

jurisdiction and identified in response to Item 13(1)(b)), when you were a voting securities carrying more than 10 percent of the votes carried by all outs been subject to a suspension, expulsion or termination order, or been subject t	you, or has any firm (other than your sponsoring firm or a firm that is or was registered in on and identified in response to Item 13(1)(b)), when you were a partner, director, officer curities carrying more than 10 percent of the votes carried by all outstanding voting securities ject to a suspension, expulsion or termination order, or been subject to any disciplinary proceedings from disciplinary proceedings conducted by any stock exchange or other self-regulatory to the context of the context			
in any province, territory, state or country:		Yes		No
If "Yes", complete Schedule "J", section 2 (c).				
3. Non-securities regulation				
a) Have you, or has any firm (other than your sponsoring firm or a firm the jurisdiction and identified in response to Item 13(1)(b)), when you were a voting securities carrying more than 10 percent of the votes carried by all outs been registered or licensed under any legislation which requires registration any capacity other than to trade in or advise on securities or exchange concontracts and commodity futures options) in any province, territory, state or	partne standin or lice stracts	r, directors g voting nsing to (including	or, office securiting deal with	er or holder of ies of that firm, th the public in
If "Yes", complete Schedule "J", section 3 (a).				
b) Have you, or has any firm (other than your sponsoring firm or a firm th jurisdiction and identified in response to Item 13(1)(b)), when you were a voting securities carrying more than 10 percent of the votes carried by all outs been refused registration or a licence under any legislation which requires regulation in any capacity other than to trade in or advise on securities or exchafutures contracts and commodity futures options) in any province, territory,	partne standin gistrati ange co	r, directors g voting on or lice ontracts	or, offic securiti ensing t (includi	er or holder of les of that firm, to deal with the
If "Yes", complete Schedule "J", section 3(b).				
c) Have you, or has any firm (other than your sponsoring firm or a firm th jurisdiction and identified in response to Item 13(1)(b)), when you were a voting securities carrying more than 10 percent of the votes carried by all outs been subject to a suspension or termination order, or disciplinary procedisciplinary proceedings conducted under any legislation which requires reg public in any capacity other than to trade in or advise on securities or exchafutures contracts and commodity futures options) in any province, territory,	partne standin edings istration	r, directory g voting or any on or lice ontracts	or, office securition order ensing to includi	er or holder of ies of that firm, resulting from o deal with the
If "Yes", complete Schedule "J", section 3(c).				
Item 14 – Criminal disclosure				
Criminal, provincial and territorial offences				

With respect to questions (b) and (d) below, if you or your firm have pleaded guilty or been found guilty of an offence, that offence must be reported even if an absolute or conditional discharge has been granted with respect to the offence. You are not required to disclose any offence for which a pardon has been granted under the *Criminal Records Act* (Canada) unless the pardon has been revoked. You are not required to disclose speeding or parking violations.

	1. Bankruptcy
Ite	m 16 – Financial disclosure
	If "Yes", complete Schedule "L", section (b).
	b) Other than what you disclosed in Item 15(a), were you, at the time the events that led to the civil proceeding occurred, a partner, director or officer or a holder of securities carrying more than 10 percent of the votes of all outstanding voting securities of a firm (other than your sponsoring firm or a firm that is or was registered in a Canadian jurisdiction and identified in response to Item 13 (1) (b)) that is or was a defendant or respondent in any civil proceeding in which fraud, theft, deceit, misrepresentation, or similar conduct is or was alleged?  Yes  No
	If "Yes", complete Schedule "L", section (a).
	a) Have you, or has any firm (other than your sponsoring firm or a firm that is or was registered in a Canadian jurisdiction and identified in response to Item 13(1)(b)), when you were a partner, director, officer or holder of voting securities carrying more than 10 percent of the votes carried by all outstanding voting securities of that firm been a defendant or respondent in any civil proceeding in which fraud, theft, deceit, misrepresentation, or similar conduct is, or was, alleged?  Yes  No
	m 15 – Civil disclosure
	If "Yes", complete Schedule "K", section (d).
	d) Has any firm (other than your sponsoring firm or a firm that is or was registered in a Canadian jurisdiction and identified in response to Item 13(1)(b)), when you were a partner, director, officer or holder of voting securities carrying more than 10 percent of the votes carried by all outstanding voting securities of that firm, been convicted of, pleaded guilty to or no contest to an offence that was committed in any province, territory, state, or country?  Yes  No
	If "Yes", complete Schedule "K", section (c).
	c) Have charges been laid, alleging an offence that was committed in any province, territory, state, or country against any firm (other than your sponsoring firm or a firm that is or was registered in a Canadian jurisdiction and identified in response to Item 13(1)(b)) in which you are or were at the time of that event a partner, director, officer or holder of voting securities carrying more than 10 percent of the votes carried by all outstanding voting securities?
	If "Yes", complete Schedule "K", section (b).
	b) Have you, since attaining the age of 18, ever been convicted of, pleaded guilty to or no contest to an offence that was committed in any province, territory, state, or country?  Yes  No
	If "Yes", complete Schedule "K", section (a).
	a) Is there currently an outstanding charge against you alleging an offence that was committed in any province territory, state, or country?  ———————————————————————————————————

Under the law of any province, territory, state, or country, have you, or has any firm (other than your sponsoring firm or a firm that is or was registered in a Canadian jurisdiction and identified in response to Item 13(1)(b)), when you were a partner, director, officer or holder of voting securities carrying more than 10 percent of the votes carried by all outstanding voting securities of that firm:

a) had a petition in bankruptcy issued against you or the firm or made a vol	luntary	assign Yes	iment in I	bankruptcy? No
b) made a proposal under any legislation relating to bankruptcy or insolver	icy?	Yes		No
c) been subject to proceedings under any legislation relating to the wire creditors arrangement?	nding	up, dis Yes	solution	or companies
d) been subject to or instituted any proceedings, arrangement or compromine receiver, receiver-manager, administrator or trustee appointed by or at the rethrough court process, or by order of a regulator, to hold your assets)?				
If "Yes" to any of the above questions, complete Schedule "M", section 1.				
2. Debt Obligations				
Have you ever failed to meet a financial obligation of \$500 or more as it cames sponsoring firm or a firm that is or was registered in a Canadian jurisdicti 13(1)(b)), when you were a partner, director, officer or holder of voting securithe votes carried by all outstanding voting securities of that firm, failed to due?	on and	l identi arrying	fied in re more tha	esponse to Item in 10 percent (
If "Yes", complete Schedule "M", section 2.				
3. Surety bond or fidelity bond				
Have you ever applied for a surety or fidelity bond and been refused?		Yes		No
If "Yes", complete Schedule "M", section 3.				
4. Garnishments, unsatisfied judgments or directions to pay				
Are there currently, or have there been, outstanding against you any of the f	ollowi	ng:		
a) garnishments,				
b) unsatisfied judgments, or				
c) directions to pay;				
issued by a federal, provincial, territorial or state authority?		Yes		No
If "Yes", complete Schedule "M", section 4.				

#### Item 17 – Related securities firms

# Related securities firms and holdings

Are you a partner, director, or officer of a firm (other than your sponsoring firm) whose principal business is trading in or advising on securities or exchange contracts (including commodity futures contracts and commodity futures options) or are you a holder of 10 percent or more of the voting securities of any firm (including your sponsoring firm) whose principal business is trading in or advising on securities or exchange contracts (including commodity futures contracts and commodity futures options)?

If "Yes", complete Schedule "N".

# Agent for Service

By submitting this form you certify that in each jurisdiction in which you have appointed an agent for service you have properly executed the appointment of agent for service required by the regulator or the securities legislation of that jurisdiction.

### Submission to Jurisdiction

By submitting this application you irrevocably and unconditionally submit to the non-exclusive jurisdiction of the judicial, quasi-judicial and administrative tribunals of each jurisdiction to which you have submitted this application and any administrative proceeding in that jurisdiction, in any action, investigation or administrative, criminal, quasi-criminal, penal or other proceeding (each, a "Proceeding") arising out of or relating to or concerning your activities as a registrant or an officer, partner or director of a registrant under the securities legislation of the jurisdiction, and irrevocably waive any right to raise as a defence in any Proceeding any alleged lack of jurisdiction to bring that Proceeding.

# Notice of collection and use of personal information

The personal information required under this form is collected on behalf of and used by the securities regulatory authorities set out below for purposes of the administration and enforcement of certain provisions of the securities legislation in British Columbia, Alberta, Saskatchewan, Manitoba, Ontario, Québec, Nova Scotia, New Brunswick, Prince Edward Island, Newfoundland and Labrador, Northwest Territories, Yukon Territory, and Nunavut.

By submitting this application you consent to the collection by the securities regulatory authority to which this application is being submitted of the personal information contained in the application, police records, records from other government or non-governmental regulatory authorities or self-regulatory organizations, credit records and employment records about you as may be necessary for the securities regulatory authority to complete its review of your application or continued fitness for registration in accordance with the legal authority of the securities regulatory authority for the duration of the period which you remain registered or approved by the securities regulatory authority. The sources the securities regulatory authority may contact include government and private bodies or agencies, individuals, corporations and other organizations.

The principal purpose for which this collection of personal information is to be used is to assess your suitability for registration and to assess your continued fitness for registration in accordance with the applicable securities legislation.

If you have any questions about the collection and use of this information, you may contact the securities regulatory authority in any jurisdiction in which the required information is filed, at the address or telephone number set out in Schedule "O". In Québec, questions may also be addressed to the *Commission d'accès à l'information du Québec* (1-888-528-7741, web site: www.cai.gouv.qc.ca).

WARNING: It is an offence to submit information that, in a material respect and at the time and in the light of the
circumstances in which it is submitted, is misleading or untrue.

Certification

# The following certification is to be used when submitting this form in NRD format:

I am making this submission as agent for the individual to whom this submission relates. By checking this box I certify that all statements of fact in this submission were provided to me by the individual.

# Both of the following certifications are to be used when submitting this form in paper format:

I, the undersigned, ce above.	rtify that I have read and that I unde	erstand the questions in this	form and the Warning set out
I also certify that all	statements of fact provided in this a	pplication are true.	
Signature of applican	t or permitted individual	Date	
firm as a registered in	ertify on behalf of the sponsoring findividual or a permitted individual. I sed the questions set out in this form questions.	certify that I have, or a bran	ch manager or another officer
Signature of authoriz	ed officer or partner	Date	
Firm name			
SCHEDULE "A" Name Item 1			
Other names			
Last name	First name	Second name (if applicable)	Third name (if applicable)
Provide the reasons for	or the use of this name (for example	e, marriage, divorce, court o	order, commonly used name).
When did you use thi	s name? From:(YYYY/MM)	To:(YYYY/MM)	
Last name	First name	Second name (if applicable)	Third name (if applicable)
Provide the reasons for	or the use of this name (for example	e, marriage, divorce, court	order, commonly used name).
When did you use thi	s name? From:	To:	

(YYYY/MM)

(YYYY/MM)

Last name	First name	Second name (if applicable)	Third name (if applicable)
Provide the reasons for	r the use of this name (for example)	mple, marriage, divorce, court	order, commonly used name)
When did you use this	name? From: ${(YYYY/MM)}$	To:(YYYY/MM)	
SCHEDULE "B" Residential address			
Item 2			
Previous addresses			
A postal code (or ZIP)	code) and a telephone number	are not required for any previo	ous address.
Residential address:	•		
XX/1 1.1 1		•	
When did you live at the	nis address? From:(YYYY/N	$\overline{\text{IM}}$ To: $\overline{\text{(YYYY/MN)}}$	<u>M</u> )
Residential address:	·,,		
	(number, street, city, province	e, territory or state, country)	
When did you live at the	his address? From: (YYYY/M	To: (YYYY/MN	<u>M</u> )
Residential address:			
	(number, street, city, province	e, territory or state, country)	
When did you live at the	his address? From:(YYYY/M	$\frac{\text{To:}}{\text{(YYYY/MN)}}$	<u>M</u> )
Residential address:	(number, street, city, province	e territory or state country)	
		•	
When did you live at the	his address? From: (YYYY/N	$\frac{\text{To:}}{(YYYY/MN)}$	<u>M)</u>
Residential address:			
	(number, street, city, province	e, territory or state, country)	
When did you live at the	his address? From:(YYYY/M	To: (YYYY/MM	<u>(1)</u>

# SCHEDULE "C" Individual categories

Item 6	
Categories	
Indicate, by checking the appropriate box, each car	tegory for which you are applying.
Alberta	
<ul> <li>□ Salesperson</li> <li>□ Officer (Trading)</li> <li>□ Officer (Non-Trading)</li> <li>□ Partner (Trading)</li> <li>□ Partner (Non-Trading)</li> <li>□ Director</li> </ul>	☐ Shareholder ☐ Branch Manager ☐ Officer (Advising) ☐ Officer (Non-Advising) ☐ Junior Officer (Advising) ☐ Partner (Advising) ☐ Partner (Non-Advising)
British Columbia	
□ Salesperson   □ Officer (Trading)   □ Officer (Non-Trading)   □ Partner (Trading)   □ Partner (Non-Trading)   □ Director (Trading)   □ Director (Non-Trading)   □ Compliance Officer   □ Shareholder   □ Branch Manager	☐ Officer (Advising) ☐ Officer (Non-Advising) ☐ Partner (Advising) ☐ Partner (Non-Advising) ☐ Director (Advising) ☐ Director (Non-Advising) ☐ Advising Employee
Salesperson Officer (Trading) Officer (Non-Trading) Partner (Trading) Partner (Non-Trading) Director (Trading) Director (Non-Trading) Branch Manager Advising Officer Advising Partner Advising Director Non-Advising Officer Non-Advising Partner Non-Advising Director Advising Director Advising Director Son-Advising Director Advising Director Advising Employee	Associate Advising Officer Associate Advising Partner Associate Advising Director Associate Advising Employee Non-trading Officer Partner Futures Contract Portfolio Manager Associate Futures Contracts Portfolio Manager Floor Trader Floor Broker Local Adviser
New Brunswick	
Salesperson Officer (Trading) Officer (Non-Trading) Partner (Trading) Partner (Non-Trading) Director	Compliance Officer Officer (Advising) Officer (Non-Advising) Junior Officer (Advising) Partner (Advising) Partner (Non-Advising)

	Shareholder Officer (Non-Advising, Non-Trading) Mutual Fund Salesperson (only) Branch Manager Representative		Officer (Advising or Trading and Advising) Junior Officer (Advising or Trading and Advising) Partner (Advising or Trading and Advising) Partner (Non-Advising, Non-Trading) Sole Proprietor (advising)
Nev	yfoundland and Labrador		
	Salesperson Officer (Trading) Officer (Non-Trading) Director Shareholder Partner (Trading) Partner (Non-Trading) Branch Manager		Officer (Advising) Officer (Non-Advising) Director Shareholder Partner (Advising) Partner (Non-Advising) Branch Manager
Noi	thwest Territories		
	Salesperson Officer (Trading) Officer (Non-Trading) Director Partner (Trading) Partner (Non-Trading) Sole Proprietor		Shareholder Branch Manager Representative (Advising) Officer (Advising) Officer (Non-Advising) Partner (Advising) Partner (Non-Advising)
Nov	va Scotia		
	Salesperson Officer (Trading) Officer (Non-Trading) Sole Proprietor (Trading) Director Partner (Trading) Partner (Non-Trading)		Officer (Advising) Officer (Non-Advising) Associate Partner Partner (Advising) Partner (Non-Advising) Sole Proprietor (Advising)
Nur	navut		
	Salesperson Officer (Trading) Officer (Non-Trading) Director Partner (Trading) Partner (Non-Trading) Sole Proprietor		Shareholder Branch Manager Representative (Advising) Officer (Advising) Officer (Non-Advising) Partner (Advising) Partner (Non-Advising)
Ont	ario		
Exc		ble u	under the Securities Act and the Commodity Futures
	Floor Trader Salesperson Officer (Trading) Officer (Non-Trading) Partner (Trading) Partner (Non-Trading)		Associate Advising Representative (Securities Act category only) Officer (Advising) Officer (Non-Advising) Associate Officer (Securities Act category only) Partner (Advising)

	Sole Proprietor (Trading) Director Advising Representative		Partner (Non-Advising) Associate Partner (Securities Act category only) Sole Proprietor (Advising) Shareholder		
Prince Edward Island					
	Salesperson Officer (Trading) Officer (Non-Trading) Partner (Trading) Partner (Non-Trading) Director Shareholder		Branch Manager Compliance Officer Counselling Officer (Officer) Counselling Officer (Partner) Counselling Officer (Other) Officer (Non-Advising) Partner (Non-Advising)		
Que	íbec				
Dea	ller	Adv	iser		
	Representative – group savings plan brokerage Representative – commodity pool brokerage Representative – permanent and preferred shares brokerage Representative – investment contract brokerage Representative – scholarship plan brokerage Director Officer Officer responsible for the activities in Québec Compliance supervisor Correspondent (contact person) Branch Manager Shareholder Partner		Representative (portfolio manager) Representative (adviser) Representative acting in derivatives-Options Representative acting in derivatives-Futures Director Officer Officer in charge of derivatives-Options Officer in charge of derivatives-Futures Shareholder Officer responsible for the activities in Québec Partner		
Sas	katchewan				
	Salesperson Officer (Trading) Officer (Non-Trading) Partner (Trading) Partner (Non-Trading) Director		Employee (Advising) Officer (Advising) Officer (Non-Advising) Partner (Advising) Partner (Non-Advising)		
Yuk	on				
	Salesperson Officer (Trading) Officer (Non-Trading) Partner (Trading) Partner (Non-Trading) Director Sole Proprietor (Trading) Branch Manager		Shareholder Officer (Advising) Officer (Non-Advising) Partner (Advising) Partner (Non-Advising) Sole Proprietor (Advising)		

In	vesiment Deaters Association		
	Partner (Industry) Partner (Non-Industry) Director (Industry) Director (Non-Industry) Officer (Trading) Officer (Non-Trading) Industry Investor Non-Industry Investor Chief Compliance Officer Ultimate Designated Person Alternate Designated Person Designated Registered Options Principal Alternate Registered Futures Options Principal Alternate Registered Futures Options Principal Alternate Registered Futures Options Principal Sales Manager Branch Manager Co-Branch Manager Assistant Branch Manager Futures Contract Options Supervisor Investment Representative (Mutual Funds) Investment Representative (Retail) Investment Representative (Non-Retail) Investment Representative Options (Retail) Investment Futures Contract Representative Options (Retail) Investment Futures Contract Representative Options (Non-Retail)		Registered Representative (Mutual Funds) Registered Representative (Retail) Registered Representative (Non-Retail) Registered Representative Options (Retail) Registered Representative Options (Non-Retail) Registered Futures Contract Representative Options (Retail) Registered Futures Contract Representative Options (Non-Retail) Trader - CATS Trader - TradeCDNX Trader - Commodity Floor Trader Associate Portfolio Manager - Securities Associate Portfolio Manager - Security Options Associate Portfolio Manager - Commodity Futures Options Portfolio Manager - Securities Portfolio Manager - Security Options Portfolio Manager - Commodity Futures Options Portfolio Manager - Commodity Futures Options
	EDULE "D" ress and Agent for Service 7		
A	ddress for Service		
1.	Address for service		
be	ou must have one address for service in each province ome, a registered individual or permitted individual ddress for service:  (number, street, city, province or	. A po	ost office box is not an acceptable address for service
Te	elephone number: ( ) Fax num	ber:	( )
E-	mail address:		

# 2. Agent for service

If you have appointed an agent for service, provide the following information for the agent. The address for service provided above must be the address of the agent named below.

Name of agent for service:		
Contact person:		
Last name	First name	
SCHEDULE "E" Proficiency		
Item 8		
Course or examination information		
Indicate each course and examination that you have succes exemption.	sfully completed or fo	or which you have received an
COURSE OR EXAMINATION	DATE COMPLETED	DATE EXEMPTED AND BY WHICH JURISDICTION OR REGULATON (YYYY/MM/DD)
30-day Training Program		
90-day Training Program		
ACE Trader Exam		
Agricultural Markets – Risk Management Course (ARM)		
Branch Compliance Officers Course		
Branch Manager's Examination Course (formerly the Canadia Branch Managers Qualifying Examination)	an	
Canadian Commodity Futures Examination		
Canadian Commodity Supervisors Examination		
Canadian Funds Course (Quebec only)		
Canadian Futures Exam (Part 1)		
Canadian Futures Exam (Part 2)		
Canadian Investment Finance Course Part I		
Canadian Investment Finance Course Part II		
Canadian Investment Funds Course		
Canadian Investment Management Program (Part 1)		
Canadian Investment Management Program (Parts 2)		
Canadian Options Course		
Canadian Securities Course		
CATS Examination-Oral		

CATS Examination-Written Certified Financial Planners Program Chartered Financial Analyst Charter Chartered Financial Analyst Course (Level I) Chartered Financial Analyst Course (Level II) Chartered Financial Analyst Course (Level III) Commodity Futures Exam (Part 1) Commodity Futures Exam (Part 2) Conduct and Practices Handbook Course **Derivatives Fundamentals Course Derivatives Operational Management Course** Effective Management Seminar Energy Markets - Risk Management Course Ensis Growth Fund Understanding Labour Sponsored Investment Funds (Full Course) Examination based on Manual for Registered Representatives (RR Exam) Fellow of the Canadian Securities Institute Financial Markets Risk Management Course Examination based on Manual for Registered Representatives (RR Exam) Futures Floor Trader Examination (Winnipeg Stock Exchange) **Futures Licensing Course** General Securities Representative Examination (Series 7) In-House Scholarship Training Program Investment Funds Course **Investment Management Techniques** Labour Sponsored Investment Funds Course National Commodity Futures Examination New Entrants Examination Officers' Partners' and Directors' Course **Operations Course** 

Options Licensing Course

**Options Strategies Course** 

**Options Supervisors Course** 

Partners, Directors and Senior Officers Qualifying Examination

Personal Financial Planning Diploma

Portfolio Management Techniques

Principles of Mutual Funds Investment Course

Professional Financial Planning Course

**Professional Options Trader Examination** 

Real Estate Agent's Pre-Licensing Course

Registered Options Principal's Qualifying Examination

Technical Analysis Course (TAC)

**Trader Training Course** 

VCT Trader Exam

Wealth Management Techniques

Other, specify:

Other, specify:

Other, specify:

Other, specify:

# SCHEDULE "F"

# **Proficiency**

#### Item 8

#### **Exemption refusal**

Complete the following for each exemption that was refused.

Which securities regulatory authority or self-regulatory organization refused to grant the exemption?

State the name of the course, examination or experience requirement:

State the reason given for not being granted the exemption:

Which securities regulatory authority or self-regulatory organization refused to grant the exemption?

State the name of the course, examination or experience requirement:

State the reason given for not being granted the exemption:

SCHEDULE "G"	
Current employm	ent

Current employment
Item 10
Employment information
Provide the information requested for each of your current business and employment activities, including those with your sponsoring firm.
☐ Unemployed
☐ Full-time student
☐ Employed or self-employed
From:(YYYY/MM/DD)
You are only required to fill in the following if you have indicated above that you are employed or self-employe
Name of business or employer:
Address of business or employer:
(number, street, city, province, territory or state, country)
Name and title of immediate supervisor:
Describe the type of business or employment and your duties. If you are seeking a type of registration for whice specified experience is required, provide details of that experience below (for example, level of responsibility value of accounts under direct supervision, and research experience):
Indicate the number of hours per week you will be devoting to this business or employment:
If the business or employment described above is with the sponsoring firm and if you are working less that 30 hours per week for the firm, explain why you are working less than 30 hours per week for the firm:
If the business or employment described above is not with the sponsoring firm, disclose any potential for confusion by clients and any potential for conflicts of interest arising from your proposed activities as a registrant and the business or employment described above (include whether the business is listed on an exchange):

# SCHEDULE "H" Previous employment

#### Item 11

#### **Employment information**

Provide the information requested for your previous business and employment activities for the 10 year period before the date of this application. Include any periods of self-employment or unemployment during this period. Do not include summer employment while you were a full-time student.

In addition, provide the information requested in respect of all of your securities or exchange contracts (including commodity futures contracts and commodity futures options) business and employment activities during and prior to the ten-year period.

Unemployed
☐ Full-time student
☐ Employed or self-employed
From: To: (YYYY/MM/DD)
You are only required to fill in the following if you have indicated above that you are, or were, employed or self-employed.
Name of business or employer:
Address of business or employer:
(number, street, city, province, territory or state, country)
Name and title of immediate supervisor:

#### SCHEDULE "I"

# Resignations and terminations

#### Item 12

#### **Resignation and Termination information**

value of accounts under direct supervision, and research experience):

For each resignation or termination indicate below, (1) the name of the firm from which you resigned or were terminated, (2) whether you resigned or were terminated, (3) the date you resigned or were terminated, and (4) the circumstances relating to your resignation or termination (including whether the allegations were made by a client, sponsoring firm, self-regulatory organization or securities regulatory authority).

Describe the type of business or employment and your duties. If you are seeking a type of registration for which specified experience is required, provide details of that experience below (for example, level of responsibility,

# SCHEDULE "J" Regulatory disclosure

#### Item 13

# 1. Securities regulatory authorities

- a) For each registration or licence, indicate below (1) the securities regulatory authority with which you are, or were, registered or licensed, (2) the type or category of registration or licence, and (3) the dates between which you held the registration or licence.
- b) For each registration or licence, indicate below (1) the name of the firm, (2) the securities regulatory authority with which the firm is, or was, registered or licensed, (3) the type or category of registration or licence, and (4) the dates between which you held the registration or licence.
- c) For each registration or licence refused, indicate below (1) the party that was refused the registration or licence, (2) the securities regulatory authority that refused the registration or licence, (3) the type or category of registration or licence refused, (4) the date of the refusal, and (5) the reasons for the refusal.
- d) For each exemption from registration denied, indicate below (1) the party that was denied the exemption, (2) the securities regulatory authority that denied the exemption, (3) the date the exemption was denied, and (4) any other information that you think is relevant or that is requested by the regulator.
- e) For each order or disciplinary proceeding, indicate below (1) the party against whom the order was made or the proceeding taken, (2) the securities regulatory authority that issued the order or that is, or was, conducting the proceeding, (3) the date any notice of proceeding was issued, (4) the date any order or settlement was made, (5) a summary of any notice, order or settlement (including any sanctions imposed), and (6) any other information that you think is relevant or that is requested by the regulator.

#### 2. Self-regulatory organizations

- a) For each membership or participation, indicate below (1) the party that is, or was, a member or participating organization, (2) the self-regulatory organization with which the party is, or was, a member or participating organization, (3) the type or category of membership or participation, and (4) the dates between which the party was a member or participating organization.
- b) For each membership or participation refused, indicate below (1) the party that was refused membership or participation, (2) the self-regulatory organization that refused the membership or participation, (3) the type or category of membership or participation refused, (4) the date of the refusal, and (5) the reasons for the refusal.
- c) For each order or disciplinary proceeding, indicate below (1) the party against whom the order was made or the proceeding taken, (2) the self-regulatory organization that issued the order or that is, or was, conducting the proceeding, (3) the date any notice of proceeding was issued, (4) the date any order or settlement was made, (5) a summary of any notice, order or settlement (including any sanctions imposed), and (6) any other information that you think is relevant or that is requested by the regulator.

### 3. Non-securities regulation

a) For each registration or licence, indicate below (1) the party is, or was, registered or licensed, (2) with which regulatory authority, or under what legislation, the party is, or was, registered or licensed, (3) the type or category of registration or licence, and (4) the dates between which the party held the registration or licence.

- b) For each registration or licence refused, indicate below (1) the party that was refused registration or licensing, (2) with which regulatory authority, or under what legislation, the registration or licence was refused, (3) the type or category of registration or licence refused, (4) the date of the refusal, and (5) the reasons for the refusal.
- c) For each order or disciplinary proceeding, indicate below (1) the party against whom the order was made or the proceeding taken, (2) the regulatory authority that made the order or that is, or was, conducting the proceeding, or under what legislation the order was made or the proceeding is being, or was, conducted, (3) the date any notice of proceeding was issued, (4) the date any order or settlement was made, (5) a summary of any notice, order or settlement (including any sanctions imposed), and (6) any other information that you think is relevant or that is requested by the regulator.

# SCHEDULE "K" Criminal disclosure

#### Item 14

### Criminal, provincial and territorial offences

- a) For each charge, indicate below (1) the charge, (2) the date of the charge, (3) any trial or appeal dates, and (4) the court location.
- b) For each conviction, indicate below (1) the offence, (2) the date of the conviction, and (3) the disposition (state any penalty or fine and the date any fine was paid).
- c) For each charge, indicate below (1) the name of the firm, (2) the charge, (3) the date of the charge, (4) any trial or appeal dates, and (5) the court location.
- d) For each conviction, indicate below (1) the name of the firm, (2) the offence, (3) the date of the conviction, and (4) the disposition (state any penalty or fine and the date any fine was paid).

# SCHEDULE "L" Civil disclosure

#### Item 15

# Current and past civil proceedings

- a) For each civil proceeding, indicate below (1) the party that is, or was, a defendant or respondent, (2) each plaintiff in the proceeding, (3) whether the proceeding is pending, on appeal or final, (4) the jurisdiction in which the action is being, or was, pursued, and (5) a summary of any disposition or settlement. (Disclosure must include those actions settled without admission of liability.)
- b) For each civil proceeding, indicate below (1) the firm that was a defendant or respondent in the proceeding, (2) your relationship to the firm, (3) each plaintiff in the proceeding, (4) whether the proceeding is pending, on appeal or final, (5) the jurisdiction in which the action is being, or was, pursued, and (6) a summary of any disposition or settlement. (Disclosure must include those actions settled without admission of liability.)

# SCHEDULE "M" Financial Disclosure

#### Item 16

# 1. Bankruptcy

For each event, indicate below (1) the party about whom this disclosure is being made, (2) any amounts currently owing, (3) the creditors, (4) the status of the matter, (5) a summary of any disposition or settlement, and (6) any other information that you think is relevant or that is requested by the regulator.

#### 2. Solvency

For each event, indicate below (1) the party that failed to meet its financial obligation, (2) the amount that was owing at the time the party failed to meet its financial obligation, (3) the party to whom the amount is, or was, owing, (4) any relevant dates (for example, when payments are due or when final payment was made), (5) any amounts currently owing, and (6) any other information that you think is relevant or that is requested by the regulator.

# 3. Surety Bond or Fidelity Bond

For each bond refused, indicate below (1) the name of the bonding company, (2) the address of the bonding company, (3) the date of the refusal, and (4) the reasons for the refusal.

# 4. Garnishments, Unsatisfied Judgments or Directions to Pay

For each garnishment, unsatisfied judgement or direction to pay, indicate below (1) the amount that was owing at the time the garnishment, judgement or direction to pay was rendered, (2) the party to whom the amount is, or was, owing, (3) any relevant dates (for example, when payments are due or when final payment was made), (4) any amounts currently owing, and (5) any other information that you think is relevant or that is requested by the regulator.

# SCHEDULE "N" Related securities firms

#### Item 17

#### **Related Securities Firms and Holdings**

Indicate below (a) the name of the firm and (b) your relationship to the firm.

- a) Firm name:
- b) Relationship to the firm and period of relationship:

Partner	From:(YYYY/MM)	/(YYYY/MM)	To:	/	(if applicable)
Director	From:(YYYY/MM)	/ (YYYY/MM)	To:	/	(if applicable)
Officer	From:(YYYY/MM)	/(YYYY/MM)	To:	/	_(if applicable

securities over 10 percent	(YYYY/MM) /(YY	YY/MM) 10:/	(t) (	аррисавіе)
If you are a holder of 10	percent or more of the voting	securities of the firm, comp	plete (c), (d), (e), (f)	(g) and (h).
	alue, class and percentage of a approval. If acquiring shares ame of transferor).			
d) State the value of sul to be made by you to th	pordinated debentures or bonder firm (if applicable):	s of the firm to be held by yo	ou or any other subor	dinated loan
e) If another party has between you and that pa	provided you with funds to in arty:	vest in the firm, identify the	e party and state the	relationship
f) Are the funds to be firm?	invested (or proposed to be in	nvested) guaranteed directly	y or indirectly by ar	ny person or
If "Yes", identify the pa	arty and state the relationship l	between you and that party:		
or do you, on approval o	ctly or indirectly given up any of this application, intend to gi cal the securities or partnershi	ve up any such rights (inclu	ding by hypothecation	
If "Yes", identify the pa or will be given up:	rty, state the relationship betw	een you and that party and c	lescribe the rights th	at have been
h) Is a person other than held by you?	n you the beneficial owner of the	ne shares, bonds, debentures	s, partnership units o	r other notes
If "Yes", complete (i), (	j) and (k).			
i) Name of beneficial of	wner:			
Last name	First name	Second name (if applicable)	Third name (if applicable)	
j) Residential address:				
(number, street, city, pr	ovince, territory or state, coun	try, postal code)		
k) Occupation:				

#### SCHEDULE "O"

# **Notice and Collection and Use of Personal Information**

#### **Contact Information**

#### Alberta

Alberta Securities Commission 4th Floor, 300 B 5th Avenue S.W.

Calgary, AB T2P 3C4

Attention: Information Officer Telephone: (403) 297-6454

#### **British Columbia**

British Columbia Securities Commission P.O. Box 10142, Pacific Centre 701 West Georgia Street Vancouver, BC V7Y 1L2

Attention: Freedom of Information Officer Telephone: (604) 899-6500 or (800) 373-6393

(in B.C.)

#### Manitoba

The Manitoba Securities Commission 500-400 Ave St-Mary Winnipeg, MB R3C 4K5 Attention: Director – Legal

Telephone: (204) 945-4508

#### **New Brunswick**

New Brunswick Securities Commission 85 Charlotte Street, Suite 300 Saint John, New Brunswick E2L 2J2

Commission des valeurs mobilières du Nouveau-Brunswick

85, rue Charlotte, bureau 300

Saint John (Nouveau-Brunswick) E2L 2J2 Attention: Director Market Regulation Directeur de la réglementation du marché

Telephone: (506) 658-3021

#### **Newfoundland and Labrador**

Securities Commission of Newfoundland and Labrador P.O. Box 8700, 2nd Floor, West Block

Confederation Building St. John's, NF A1B 4J6

Attention: Director of Securities

Tel: (709) 729-4189

#### **Nova Scotia**

Nova Scotia Securities Commission 2nd Floor, Joseph Howe Building 1690 Hollis Street

P.O. Box 458 Halifax, NS B3J 3J9 Attention: FOI Officer Telephone: (902) 424-7768

# **Northwest Territories**

Government of the Northwest Territories

P.O. Box 1320

Yellowknife, NT X1A 2L9

Attention: Deputy Registrar of Securities

Telephone: (867) 920-8984

# Nunavut

Legal Registries Division Department of Justice Government of Nunavut P.O. Box 1000 Station 570 Iqaluit, NU X0A 0H0

Attention: Deputy Registrar of Securities

Telephone: (867) 975-6190

#### Ontario

Ontario Securities Commission Suite 1903, Box 55 20 Queen Street West Toronto, ON M5H 3S8

Attention: FOI Coordinator Telephone: (416) 593-8314

#### **Prince Edward Island**

Securities Registry Office of the Attorney General B

Office of the Attorney General B

Consumer, Corporate and Insurance Services Division

P.O. Box 2000

Charlottetown, PE C1A 7N8

Attention: Deputy Registrar of Securities

Telephone: (902) 368-4569

#### **Ouébec**

Autorité des marchés financiers 800, square Victoria C.P. 246, 22° étage Montréal (Québec) H4Z 1G3

À l'attention du responsable de l'accès à l'information

Telephone: (514) 395-0337 or (877) 525-0337 (in Québec)

#### Saskatchewan

Saskatchewan Financial Services Commission 800 B1920 Broad Street Regina, Saskatchewan S4P 3V7

Attention: Director

Telephone: (306) 787-5842

#### Yukon

Department of Community Services Yukon P.O. Box 2703 Whitehorse, YT Y1A 2C6

Attention: Registrar of Securities Telephone: (867) 667-5225

#### FORM 33-109F5

#### CHANGE OF REGISTRATION INFORMATION

#### GENERAL INSTRUCTIONS

- 1. This notice must be submitted when notifying a regulator of changes to Form 3 or Form 4 information in accordance with Regulation 33-109.
- 2. If the NRD filer is relying on the temporary hardship exemption in Regulation 31-102, this form is required to be delivered to the regulator in paper format when notifying a regulator of changes to Form 33-109F4.
- 3. If this form is being submitted in respect of a change to a Form 3, Form 4 or Form 33-109F4, an authorized partner or officer of the firm must sign the form.

# 1. Type of form

Identify the part of Form 3, Form 4, or Form 33-109F4 for which this notice is being provided. If the	
provided to update an individual's Form 4 or Form 33-109F4, provide the name of the individual.	

Form 3, Item(s)		
Form 4, Item(s)	, name of individual	, or
Form 33-109F4, Item(s)	, name of individual	

# 2. Details of Change

Provide the details of the change for each item identified above:

#### Notice of Collection and Use of Personal Information

The personal information required under this form is collected on behalf of and used by the securities regulatory authorities set out below for the administration and enforcement of certain provisions of the securities legislation in British Columbia, Alberta, Saskatchewan, Manitoba, Ontario, Québec, Nova Scotia, New Brunswick, Prince Edward Island, Newfoundland and Labrador, Northwest Territories, Yukon Territory, and Nunavut.

By submitting this information, you consent to the collection by the securities regulatory authority of the personal information provided above, police records, records from other government or non-governmental regulatory authorities or self-regulatory organizations, credit records and employment records about you as may be necessary for the

securities regulatory authority to complete its review of your continued fitness for registration, if applicable, in accordance with the legal authority of the securities regulatory authority for the duration of the period that you remain registered or approved by the securities regulatory authority. The sources the securities regulatory authority may contact include government and private bodies or agencies, individuals, corporations and other organizations.

If you have any questions about the collection and use of this information, you may contact the securities regulatory authority in any jurisdiction in which the required information is filed, at the address or telephone number provided in Schedule "A".

**WARNING:** It is an offence to submit information that, in a material respect and at the time and in the light of the circumstances in which it is submitted, is misleading or untrue.

#### CERTIFICATION

I, the undersigned, certify that I have read and the above. I also certify that all statements of fact m	hat I understand the questions in this notice and the Warning set out ade in the answers to the questions are true.
Signature of registered or permitted individual	Date
(No signature is required here if this form is being	ng submitted in respect of a change to Form 3 information.)
	change to Form 3, I, the undersigned, certify that I understand the that all statements of fact provided in this notice are true.
Signature of authorized officer or partner	Date
Firm name	
SCHEDULE "A" Notice and Collection and Use of Personal Inf	formation
Contact Information	
Alberta Alberta Securities Commission 4th Floor, 300 B 5th Avenue S.W. Calgary, AB T2P 3C4 Attention: Information Officer Telephone: (403) 297-6454	British Columbia British Columbia Securities Commission P.O. Box 10142, Pacific Centre 701 West Georgia Street Vancouver, BC V7Y 1L2 Attention: Freedom of Information Officer Telephone: (604) 899-6500 or (800) 373-6393 (in B.C.)
Manitoba The Manitoba Securities Commission 500-400 Ave St-Mary Winnipeg, MB R3C 4K5 Attention: Director – Legal Telephone: (204) 945-4508	New Brunswick New Brunswick Securities Commission 85 Charlotte Street, Suite 300 Saint John, New Brunswick E2L 2J2 Commission des valeurs mobilières du Nouveau-Brunswick 85, rue Charlotte, bureau 300 Saint John (Nouveau-Brunswick) E2L 2J2 Attention: Director Market Regulation Directeur de la réglementation du marché Telephone: (506) 658-3021

#### **Newfoundland and Labrador**

Securities Commission of Newfoundland and Labrador P.O. Box 8700, 2nd Floor, West Block

Confederation Building St. John's, NF A1B 4J6

Attention: Director of Securities

Tel: (709) 729-4189

# **Northwest Territories**

Government of the Northwest Territories P.O. Box 1320

Yellowknife, NT X1A 2L9

Attention: Deputy Registrar of Securities

Telephone: (867) 920-8984

# Ontario

Ontario Securities Commission Suite 1903, Box 55 20 Queen Street West

Toronto, ON M5H 3S8 Attention: FOI Coordinator Telephone: (416) 593-8314

# Québec

Autorité des marchés financiers 800, square Victoria C.P. 246, 22° étage

Montréal (Québec) H4Z 1G3

À l'attention du responsable de l'accès à l'information

Telephone: (514) 395-0337 or (877) 525-0337 (in Québec)

# Yukon

Department of Community Services Yukon

P.O. Box 2703

Whitehorse, YT Y1A 2C6 Attention: Registrar of Securities Telephone: (867) 667-5225

#### 8195

#### Nova Scotia

Nova Scotia Securities Commission 2nd Floor, Joseph Howe Building 1690 Hollis Street

P.O. Box 458
Halifax, NS B3J 3J9
Attention: FOI Officer
Telephone: (902) 424-7768

# Nunavut

Legal Registries Division Department of Justice Government of Nunavut P.O. Box 1000 Station 570 Iqaluit, NU X0A 0H0

Attention: Deputy Registrar of Securities

Telephone: (867) 975-6190

# Prince Edward Island

Securities Registry
Office of the Attorney General B

Consumer, Corporate and Insurance Services Division

P.O. Box 2000

Charlottetown, PE C1A 7N8

Attention: Deputy Registrar of Securities

Telephone: (902) 368-4569

#### Saskatchewan

Saskatchewan Financial Services Commission

800 B1920 Broad Street Regina, Saskatchewan S4P 3V7

Attention: Director

Telephone: (306) 787-5842