



Real Estate Council of Alberta

350, 4954 Richard Road SW, Calgary, AB T3E 6L1

Phone: (403) 228-2954 or 1-888-425-2754

Fax: (403) 228-3065 Web: www.reca.ca

2009/2010
Effective August 1, 2009

**ASSOCIATE/ASSOCIATE BROKER
APPLICATION FOR LICENCE & REGISTRATION**

A. CLASS OF LICENCE

Real estate

Associate

Mortgage

Associate broker

B. INDIVIDUAL INFORMATION *all fields marked with an asterisk * must be completed*

Mr.
 Mrs.
 Ms.

* 1. Last name

* 2. First name

* 3. Middle name(s) *(initials not acceptable)*

4. Also known as name(s)

5. All previous legal names & other names by which you are/have been known
(including maiden and married names)

* 6. Residential address

* 7. City

* 8. Postal code

9. Mailing address *(if different from residential address)*

10. City

11. Postal code

* 12. Birth date *(mm/dd/yy)*

13. Residential phone number

14. Cellular phone number

* 15. E-mail address

C. INFORMATION RESPECTING SUITABILITY

These questions apply to any and all situations and/or events preceding the date of this application. Please read each of the following questions carefully and answer truthfully:

- 16. Have you or has any business you owned or participated in as a director, officer, or manager ever been refused a registration, denied authorization in any capacity, withdrawn from an industry and received a lifetime ban, or had any registration, licence, or authorization suspended or revoked by any association, professional, or occupational body, any securities commission or any regulatory body of any kind in any jurisdiction? yes no
- 17. Have you ever been disciplined by any real estate board, real estate association, mortgage broker association, or appraiser association, or any professional or occupational body, or any regulatory body of any kind in any jurisdiction? yes no
- 18. Have you or has any business you owned or participated in as a director, officer, or manager ever had any judgments rendered against you or the business in relation to: a trade in real estate; dealings in mortgages; acting as an appraiser; fraud; breach of trust; misappropriation or theft? yes no
- 19. Have you or has any business you owned or participated in as a director, officer, or manager ever been in bankruptcy or ever been the subject of any bankruptcy or receivership proceedings? yes no
- 20. Have you ever been found guilty or convicted of any criminal offence or any other offence under any law of any country, province or state, excluding offences for which a pardon has been granted or provincial or municipal highway traffic offences resulting in monetary fines only? yes no
- 21. Have any proceedings pursuant to the Criminal Code of Canada been commenced against you and/or are you currently the subject of a suspension, investigation, licensing conditions, statement of claim relating to the business of an industry member or similar process including, but not limited to, conduct, audit, practice review or competence-related proceedings in any jurisdiction? yes no

If you answer YES to any of the above questions provide copies of all relevant documentation along with this application to RECA. The executive director may require further information be submitted within a specified time and may require verification by affidavit or otherwise of any information submitted then or previously.

D. AUTHORIZATION & ACKNOWLEDGEMENT

I authorize the Real Estate Council of Alberta to verify any information pursuant to this application from any source. I acknowledge that I am responsible for any costs incurred for such verification.

In making this application to the Real Estate Council of Alberta, I hereby consent to the Real Estate Council of Alberta's collection, use, and disclosure of my personal information for licensing and other regulatory purposes under the *Real Estate Act* and in accordance with the *Personal Information Protection Act*.

E. SUBSCRIPTION STATEMENT – ERRORS & OMISSIONS INSURANCE *real estate industry members only*

I acknowledge an application for a licence and registration certificate as a real estate associate/associate broker will require that I subscribe to the Real Estate Insurance Exchange (REIX) and become a party to the REIX Subscription Agreement. I acknowledge that I am aware there are rights and obligations created by this Subscription Agreement, and I agree to be bound by the terms of the Agreement and the Insurance Policy issued by REIX. I appoint my attorney and grant the attorney powers as set out in Appendix A to the REIX Subscription Agreement.

F. RESPONSIBILITIES

I understand and accept the duties and responsibilities of associate/associate broker as set out in the *Real Estate Act* and *Real Estate Act Rules*. I am aware I must comply with the *Real Estate Act*, *Real Estate Act Rules*, and laws that apply to an industry member authorized to trade in real estate or deal in mortgages in Alberta.

I hereby acknowledge my obligation to familiarize myself with the laws of Alberta as they apply to the business of an industry member, only engage in work or provide services in which I am authorized and competent to do so, and abide by any restrictions or conditions that may be imposed upon the issuance of a licence, including restrictions related to specific areas of practice or educational requirements addressing practice issues unique to Alberta.

I will immediately notify the executive director in writing of any changes in the information provided to the executive director in support of this licence and registration application that occurs during the application process or after the licence and registration are issued.

G. THIS SECTION TO BE COMPLETED ONLY BY THOSE INDIVIDUALS SEEKING LICENSING IN ALBERTA WHO ARE CURRENTLY LICENSED OR ELIGIBLE FOR RE-LICENSING IN ANOTHER JURISDICTION. THESE APPLICATIONS MUST BE SUBMITTED TO RECA FOR CONSIDERATION AND PROCESSING.

Are you currently licensed as a real estate or mortgage industry member? yes no

a) If yes:

i) in what jurisdiction are you currently licensed and what class of licence do you have?

ii) please list all previous jurisdictions in which you were licensed and when you were licensed in each.

b) If no, please list all previous jurisdictions in which you were licensed and when you were licensed in each.

NOTE: You must request a licence history from all of your previous and current jurisdictions. Licence histories must be sent to RECA directly from the jurisdiction's regulatory body. RECA will not consider your application for licensing and registration prior to receiving and reviewing your licence histories.

I hereby confirm that I have reviewed and familiarized myself with the applicable *Real Estate Reciprocity Information Materials* or the applicable *Mortgage Brokerage Reciprocity Information Materials*.

Initial here

H. AFFIDAVIT

All questions must be answered truthfully and completely. Making a false statement on this affidavit constitutes a criminal offence and is punishable by law. Any affidavit containing false or misleading information may result in the refusal of the application and suspension or cancellation of any authorization issued thereupon.

CANADA
PROVINCE OF ALBERTA
TO WIT:

AFFIDAVIT
In the Matter of the *Real Estate Act*

I, _____ of the City of _____ in the Province of Alberta

DO SOLEMNLY SWEAR I have read and understand all questions and statements. All information on this application is true.

SWORN BEFORE ME AT THE _____ **OF**

_____ **IN THE PROVINCE OF ALBERTA,**

THIS _____ DAY OF _____ A.D., _____
(year)

Associate/Associate Broker Signature

Commissioner for Oaths/Notary Public/Solicitor Signature

My appointment expires _____
(print or stamp here)

I. ADDITIONAL INFORMATION *The provision of this information is voluntary and will only be used for statistical purposes. If summaries of statistics are shared with an organization, RECA will ensure all personal identifiers are removed.*

Are you currently a member, or intend to become a member of an industry association and/or real estate board within Alberta? yes no

If yes, please indicate: AREA AMBA BOMA REIC IREM Other

If applicable please indicate membership board:

- Calgary Edmonton Brooks Fort McMurray
- Grande Prairie Medicine Hat North Eastern Alberta Lethbridge
- Lloydminster Red Deer & District West Central Alberta

In which area(s) do you intend to practice? *(check all that apply)*

- residential sales residential property management residential mortgage brokering
- commercial sales commercial property management commercial mortgage brokering
- rural sales dealing in syndicated mortgages

J. BROKER ACKNOWLEDGEMENT *all fields marked with an asterisk * must be completed by broker*

I hereby confirm that I have reviewed and discussed with the applicant their responses to the questions numbered 16 to 21 contained in Section C of this application. Further, I have discussed with the applicant the consequences of providing false or misleading responses and that making a false statement by way of affidavit constitutes a criminal offence and may result in the refusal of the application and suspension or cancellation of any authorization issued by the Real Estate Council of Alberta.

Initial here

An associate/associate broker licence and registration certificate issued by the Council under the Rules constitutes authorization required under the *Real Estate Act* in order for an associate/associate broker to trade in real estate or deal in mortgages on behalf of a brokerage. I hereby confirm upon receipt of confirmation of authorization the individual named above will be employed or associated with the brokerage indicated below. Additionally, I hereby acknowledge that I have reviewed the applicant's photo identification and can confirm that the applicant's name on this application is identical to the photo identification I reviewed.

* Brokerage name

* Broker name *(please print)*

* Brokerage phone number

* Broker signature

* Date

K. FEES AND PAYMENT

RECA will accept payment from the brokerage only. Fees for all classes of licences are available at www.reca.ca.

Please indicate method of payment:

VISA

MasterCard

Cheque

Credit card number

Amount

Cheque number

Credit card expiry

Authorized signature