

**Real Estate Council
of Ontario**
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For office use only – Date received

FOR OFFICE USE ONLY

Approved By:	Date:
Registration No.:	
Scanning Code	
NEW <input type="checkbox"/>	REN <input type="checkbox"/>
CAT <input type="checkbox"/>	

Important: PRINT or TYPE all information in **BLACK INK**

Form ARBS / Mar. 2012

Application for Renewal: Broker / Salesperson

Last Name	Full First Name	Middle Name	Birth Date			Employee Registration No.	
				YEAR	MONTH	DAY	
Residential Address – Number & Street			Apt or Suite No.	Expiry Date of Registration			Primary Telephone No.
				YEAR	MONTH	DAY	
City	Province	Postal Code	E-mail Address			Fax No.	

SECTION A

Complete this section **ONLY** if there are changes to your Residential Address or your Address for Service

Employer Changes	Employer Registration No.	Employer Name	Effective Date of Change		
			YEAR	MONTH	DAY
Broker/Salesperson Changes Or NEW Information	RESIDENTIAL ADDRESS (if R.R., Give Lot, Concession No. and Township)				
	Street – Number & Street				Suite No.
	City	Province			Postal Code
	Telephone	Fax			*E-mail Address
	ADDRESS FOR SERVICE IN ONTARIO (if different than Residential Address. Must be a street address.)				
	Street – Number & Street				Suite No.
	City	Province			Postal Code
	Telephone	Fax			*E-mail Address

SECTION B

Please review the **Completion Instructions on Page 3**, before answering YES or NO to the following questions. If you answer YES to any question and have not previously disclosed in writing, you must do so now. If you have previously disclosed this information please indicate “already on file” beneath the corresponding question. (Refer to page 3 for Completion Instructions).

- (a) Are you a resident of Canada who is a Canadian Citizen? Yes No

(b) Are you a resident of Canada who is a Landed immigrant? (If yes, refer to Page 3 for Completion Instructions.) Yes No
- Are you, or will you be, engaged or employed in any other business, occupation or profession? (If yes, refer to Page 3 for Completion Instructions.) Yes No
- Are you a Partner, Officer, Director or shareholder in any other registered real estate business? (If yes, refer to Page 3 for Completion Instructions.) Yes No
- Are you now or have you been involved in personal bankruptcy and/or been an officer, director or majority shareholder of a corporation which has been declared bankrupt or insolvent, or is presently a party to bankruptcy or insolvency proceedings? (If yes, refer to Page 3 for Completion Instructions.) Yes No
- Are there any unpaid judgments and/or unpaid debts outstanding against you? (If yes, refer to page 3 for Completion Instructions) Yes No
- Have you had a registration and/or licence or professional status of any kind refused, suspended, revoked, or cancelled and/or have you been involved in any proceeding during which you resigned a registration or licence or professional status of any kind, or are there any proceedings pending? (If yes, refer to Page 3 for Completion Instructions.) Yes No
- Are there currently any charges pending, or have you been found guilty, pleaded guilty to, or been convicted of an offence under any law? (If yes, refer to page 3 for Completion Instructions) Yes No



SECTION C

NOTICE & CONSENT

Any person completing and/or signing and/or submitting this form and any attachments or accompanying answers, schedules, documents, records, statements or returns, either written or oral, ("accompanying documentation") is hereby notified that the Real Estate Council of Ontario ("RECO") may verify the information on this form or the accompanying documentation, and in so doing, may request or collect additional information from, communicate with, disclose any such information to government and non-government bodies (which may include trade associations, designated education organizations and providers, and past, present, and prospective employers). You are notified that any information so collected or communicated will be for purposes that include, but are not limited to:

1. Determining an applicant's eligibility for registration or continued entitlement to registration under the *Real Estate and Business Brokers Act, 2002* and its regulations and including any amendments or successor legislation ("REBBA 2002"), ensuring compliance under REBBA 2002, dealing and/or handling complaints and inquiries under REBBA 2002;
2. Purposes consistent with the *Safety and Consumers Statutes Administration Act, 1996* and its regulations, RECO's purposes and obligations under the Canada Corporations Act and its regulations, RECO's Letters Patent and its corporate by-laws, and the Administrative Agreement;
3. For any other purpose consistent with the administration of REBBA 2002, consumer protection, protecting the public, and/or verification of an applicant's association or membership with trade/ professional associations, registration history, including status, dates, employer's name and business address.

I understand and consent that as part of the above process, RECO may, at any time and from time to time, make inquiries and/or obtain searches of government, regulatory, discipline, or law enforcement records and databases, a record of offences, a record of judgments, financial institution records, or consumer reports. I further understand and consent that, RECO may, at any time and from time to time, during my registration cycle make additional inquiries and/or obtain additional searches of government, regulatory, discipline, or law enforcement records and databases, a record of offences, a record of judgments, financial institution records, or consumer reports.

I am aware that RECO is obligated to disclose information in accordance with law and is bound by REBBA 2002, including sections 44 and 48 of REBBA 2002 and sections 11 and 27 of the Regulation (General) under REBBA 2002.

By completing or signing or submitting this form and any of the accompanying documents, I consent to RECO verifying, requesting, collecting, communicating, disclosing, using, and maintaining such information in the manner provided above.

If you have any questions concerning the collection or disclosure or use of any information, please contact RECO.

SECTION D

CONTINUING EDUCATION

Registrants must complete 24 credits consisting of the 6-credit RECO Real Estate Update Course (Residential or Commercial) and 18 self-selected credits in order to renew registration.

Failure to fulfill the continuing education requirements is a breach of Regulation 579/05. **Please see page 3 for Requirements for FIRST TIME SALESPERSONS ONLY.**

SECTION E

WARNING – IT IS AN OFFENCE TO PROVIDE FALSE INFORMATION ON THIS APPLICATION

APPLICANT'S SIGNATURE

APPLICANT	Signature of Applicant	Registration No.	Date
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CERTIFICATE OF EMPLOYER

EMPLOYER	I hereby certify that I have personally reviewed this application (after being completed and signed by the applicant) with the applicant and declare that the information given by the applicant is to the best of my knowledge and belief true, and request that registration be granted.		
	Registered Name of Employer		Registration No.
	Name of Authorized Signing Official (Please Print)	Signature	Title



COMPLETION INSTRUCTIONS – SECTION B

- Question 1 (b) If you answered yes, you must submit a copy of your Landed Immigrant Status papers, IMM1000 or a copy of your Permanent Resident cards (copy of front and back).
- Question 2 If you answered yes, the information required includes:
1. The full name of the business as well as the position held and the nature or description of the business, occupation or profession.
 2. If the other employment involves activity that falls under the definition of “trade” found in the Act, you must provide a copy of the complete job description supplied by the employer.
- Question 3 If you answered yes, you must submit full particulars on a signed and dated statement.
- Question 4 If you answered yes, you must submit full particulars on a signed and dated statement, along with a copy of the following documents:
- Form 69: Assignment of Bankruptcy
 - Form 79: Statement of Assets, Liabilities
 - Form 65: Monthly Income & Expense Statement
 - Form 84: Certificate of Discharge (If applicable)
- Question 5 If you answered yes, you must submit a copy of each judgment and other such documents pertaining to outstanding debts against you (example; garnishments, requirements to pay, writs of execution etc.). State the amount outstanding and repayment arrangements on a separate sheet. You must also submit full particulars regarding the circumstances that lead to the matter(s) on a signed and dated statement.
- Question 6 If you answered yes, you must submit full particulars on a signed and dated statement. A driver’s abstract may be required in the case of a suspension.
- Question 7 All new applicants and reinstatements over 60 days must submit a current, original Canadian Criminal Record Check (must be dated within 6 months of submission of application) as well as anyone that answers “yes”. If “yes” is indicated individuals must also submit the full particulars on a signed and dated statement. This does not include municipal parking violations or minor Highway Traffic Act offences unless your driver’s license was suspended. **This includes a charge where a conditional discharge or an absolute discharge has been granted.**

RENEWAL REQUIREMENT

REGISTRATION IS YOUR RESPONSIBILITY AND TRADING IN REAL ESTATE WITHOUT REGISTRATION IS ILLEGAL

The attached renewal form must be completed and returned on or before the registration expiry date. The *Real Estate and Business Brokers Act, 2002* (the “Act”) does not allow or provide for extensions or “grace” periods for renewals. For the purpose of renewal, you are required to fully complete this application form and submit the Registration Fees.

COMPLETION INSTRUCTIONS - SECTION D (Education Requirements For First Time Salespersons)

Registrants in their first two-year registration cycle under REBBA 2002 must successfully complete three additional educational courses designated by the Registrar before making an application for renewal of registration. The courses are as follows: Real Property Law, The Commercial Real Estate Transaction or The Residential Real Estate Transaction course not completed for initial registration and one of four elective courses.

Failure to fulfill these educational requirements within two-years of your initial registration date is a breach of Reg. 579\05, s.2(1). and will result in the loss of registration under the *Real Estate and Business Brokers Act, 2002*, and loss of the right to trade in real estate.

REGISTRATION FEES

Payment can be made by Cheque, Bank Draft, Money Order, Visa or MasterCard made payable to the

“Real Estate Council of Ontario”.

DO NOT SEND CASH BY MAIL

FEES: Broker \$350 Salesperson \$350

EFFECTIVE APRIL 1, 2010, SALESPERSON FEE INCREASED TO \$350.

There will be an additional service charge of \$35.00 for any returned cheques.

**IF FURTHER ASSISTANCE IS REQUIRED, PLEASE CONTACT RECO AT 416-207-4800 OR TOLL FREE AT 1-800-245-6910
 PLEASE E-MAIL (registration@reco.on.ca) OR FAX THE COMPLETED APPLICATION TO RECO.**



DECLARATION OF CONTINUING EDUCATION

IMPORTANT INFORMATION

1. This declaration form must be submitted along with an application to renew registration. Applications received WITHOUT a properly completed and signed declaration form will not be processed.
2. You must complete 24 credits in each successive two-year registration renewal period consisting of the 6-credit RECO Real Estate Update Course and 18 self-selected credits in order to renew registration.
3. Failure to fulfill the continuing education requirements is a breach of Regulation 579/05 and your application cannot be processed, resulting in loss of registration under the *Real Estate and Business Brokers Act, 2002*, and loss of your right to trade in real estate.

Last name	First name	Middle name	Registration No.
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COURSE INFORMATION

Course/Seminar Title	Name of Education Provider	Date Course / Seminar Completed (Year/Month/Day)	Credits
RECO REAL ESTATE UPDATE	Ontario Real Estate Association		6

OTHER COURSE INFORMATION

Do not attach transcripts. (Include courses for which you are carrying forward credits)

Course/Seminar Title	Name of Education Provider	Date Course / Seminar Completed (Year/Month/Day)	Credits

CREDITS DECLARED

Credits carried forward from previous reporting period (if any):	
Total Credits (Must be at least 24 credits and must include the 6-credit RECO Real Estate Update Course):	
Less 24 Credits used in this reporting period:	-24
Credits to be carried forward, if any (maximum of 8):	

DECLARATION

I declare that I have taken and completed the courses/seminars listed above and, upon request, I will furnish RECO with evidence of having taken any or all of the courses/seminars listed in this Declaration. **I also declare that I have not previously reported these courses on any Declaration.** This Declaration forms part of the Application for Renewal and is subject to all notices, consents, penalties, and other provisions contained therein or applicable to such Application by means of statutory or other legal requirements.

 Name (Please print)

 Registration No.

 Signature

 Date



CREDIT CARD PAYMENT

PAYMENT INFORMATION

Name(s) of applicants	Registration number	Fee

Please debit this amount from my credit card

\$

Enter the total amount from the entry(s) above.

CREDIT CARD INFORMATION

Check appropriate box: VISA MASTERCARD

Cardholder's name: _____

Card No. - - -

Expiry Date: /
Month Year

Signature: _____ Date: _____