

Submortgage Broker Registration

Before submitting your application for registration, please ensure the application form is completed in its entirety, with exhibits and filing fees attached. Refer to “Instructions for Completing Form 2” for further information.

INCOMPLETE APPLICATIONS WILL RESULT IN DELAYS

Checklist

Have you:

- Completed the form in its entirety.
- Completed the Addendum, Consent for Suitability Investigation.
- Attached any required exhibit(s).
- Signed and dated each page of your exhibit(s).
- Signed the application.
- Ensured that the Designated Individual has signed the application.
- Attached the application fee of \$1000 payable to the **Minister of Finance**.

NOTE THAT ONCE SUBMITTED, THE FEE IS NOT REFUNDABLE.

Please allow 10 business days for application processing. The office of the Registrar does not accept telephone calls for applications in progress. In the event your application is incomplete, the application will be returned or your employer will be notified in writing.