



FEE SCHEDULE

Collection Agents and Bailiffs

(Effective January 1, 2018)

The following fees, charges and other amounts, set by the Authority under section 179(1) of the *Business Practices and Consumer Protection Act* S.B.C. 2004 C.2 (the Act) are payable by a “collection agent” or “bailiff” (as those terms are defined in the Act) to the Authority in respect of the matters described opposite the fees, charges or other amounts:

Licence Application Fees

1. subject to Note (a)(c)(f) below, fee for an application for a new licence for a collection agent/bailiff agency \$1,363.00
2. subject to Note (a)(c)(f) below, fee for an application for a new licence for a branch location of a collection agent/bailiff \$479.00
3. subject to Note (b)(c) below, fee for an application for a new licence for a collection agent/bailiff employee \$265.00

Renewal Licence Application Fees

4. subject to Note (c)-(e) below, application fee for a renewal licence for a collection agent/bailiff agency (<\$250,000)
 - where that application is submitted more than 2 weeks prior to licence expiry \$379.00
 - where that application is submitted within 2 weeks prior to licence expiry \$436.00
5. subject to Note (c)-(e) below, application fee for a renewal licence for a collection agent/bailiff agency (\$250,000-499,999)
 - where that application is submitted more than 2 weeks prior to licence expiry \$626.00
 - where that application is submitted within 2 weeks prior to licence expiry \$683.00
6. subject to Note (c)-(e) below, application fee for a renewal licence for a collection agent/bailiff agency (\$500,000-999,999)
 - where that application is submitted more than 2 weeks prior to licence expiry \$1,263.00
 - where that application is submitted within 2 weeks prior to licence expiry \$1,320.00
7. subject to Note (c)-(e) below, application fee for a renewal licence for a collection agent/bailiff agency (\$1,000,000 or more)
 - where that application is submitted more than 2 weeks prior to licence expiry \$1,884.00
 - where that application is submitted within 2 weeks prior to licence expiry \$1,941.00
8. subject to Note (c)(e) below, fee for an application for a renewal licence for a branch location of a collection agent/bailiff
 - where that application is submitted more than 2 weeks prior to licence expiry \$379.00
 - where that application is submitted within 2 weeks prior to licence expiry \$436.00
9. subject to Note (b)(c)(e) below, fee for an application for a renewal licence for a collection agent/bailiff employee
 - where that application is submitted more than 2 weeks prior to licence expiry \$208.00
 - where that application is submitted within 2 weeks prior to licence expiry \$265.00

Other Fees and Charges

10. fee for recording a transfer of a collection agent/bailiff employee licence to a different location or employer \$57.00
11. fee for recording a change of licensee’s name or licensed location address \$57.00
12. fee for recording a change in senior officers/shareholders of the licensee \$57.00
13. fee for an application for reconsideration of a Director’s decision \$242.00
14. charge for late filing of financial statements as required by s.10(1) of the Debt Collection and Repayment Regulation \$242.00
15. charge for submission of an NSF or declined credit card payment \$55.00
16. charge for a laminated ID card in respect of a licence issued for a bailiff (please provide a b/w or colour passport photo) \$37.00

NOTES:

- (a) All collection agent/bailiff agency licences expire on December 31st;
- (b) All collection agent/bailiff employee licences expire 1 year from the date of issue;
- (c) All fees and charges will increase by 2%, on each year anniversary of the effective date noted above; some rounding may occur;
- (d) Application of fees for items 4-7 above is based on gross annual collections of the agency during the previous fiscal year or part thereof.
- (e) The renewal application fees for those applications submitted within two weeks prior to licence expiry will take effect on January 1, 2018. The renewal application fee for applications submitted more than 2 weeks prior to licence expiry will be in effect for all renewal applications received prior to January 1, 2018.
- (f) Fees for applications for new licenses will be prorated by the Authority in accordance with the following table:

NEW APPLICATIONS – PRORATED FEE SCHEDULE:

Month of Application	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Agency	\$1,363	\$1,251	\$1,136	\$1,024	\$909	\$796	\$682	\$682	\$682	\$682	\$682	\$682
Branch	\$479	\$439	\$400	\$358	\$322	\$279	\$241	\$241	\$241	\$241	\$241	\$241