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**Home Inspector
 Notice of Change
 Business Information**

BUSINESS INFORMATION

Home Inspector Legal Name: _____
 Doing Business As: _____
 Licence Number: _____ Effective Date of Change: _____

Pursuant to [section 7 of the Home Inspector Licensing Regulation](#), a licensee must submit the following information to the director within 14 days of the occurrence of (a) a change of the name of the licensee (b) a change in the location from which the licensee conducts business.

TYPE OF CHANGE

- Change of Licensed Location Address ****Fee Required******
 - Provide municipal business licence of the new address
 - The licensed location a residential address.
 If Yes, a [Statutory Declaration Residence is a Place of Business Form](#) is required.
- Change of Mailing Address**
- Change of Corporate Name: addition / Deletion of Trade Name ****Fee Required******
 - Provide certificate from BC Registrar of Companies certifying the change
- Change of Phone, Fax, Email Address**

DETAILS OF CHANGE

All of the contact information that you provide to us may be made public. Your business address, even if it's a home address, will be published on our website. We consider this to be your business contact information and must be available should a customer need to reach you.

From: _____ **To:** _____

Authorized signing officer:
 Signature _____ Print Name _____
 Date _____ Title _____

APPLICATION FEE (see [current fee schedule](#))

Pay by cheque or money order, or
 Pay by Credit Card – complete [credit card authorization form](#) using Visa, Mastercard or American Express.
 Application fees are non-refundable. A service charge will be applied for any dishonoured payments.

Send completed form, applicable attachments and application fee by email.
 Email: businesspractices@consumerprotectionbc.ca