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PAYDAY LENDER
 Additional Licensed
 Location Application

TO BE COMPLETED BY APPLICANT ONLY

The personal information requested in this form and the results of the Criminal Record check are collected and retained under the authority of Section 26 (c) of the BC *Freedom of Information and Protection of Privacy Act*. This information will be used to determine eligibility for licensing in the Province of British Columbia. **By signing this form, you are authorizing Consumer Protection BC to obtain a credit report for the persons named below as part of this application. Please note: Each additional payday lending location requires a separate licence.**

ADDITIONAL LICENSED LOCATION INFORMATION

1. Legal name:
 (Exact name in CAPITAL LETTERS)

2. Trade/DBA names (if any):
 (Exact name in CAPITAL LETTERS)

3. Do you offer loans through:

- Physical Store/Office location only Online only Both Physical store/Office Location and Online

Definition of online loans: "The complete loan transaction, from application to transfer of money using an internet-based software application and service."

If you offer online loans, please list all web domains used to issue loans online

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4. Physical address:
 (Suite #, Street Address, City & Province/State Postal/Zip Code)

This address is: Commercial Residential

5. Mailing address:

6. Location Telephone: (.....)..... Location Fax Number: (.....)..... E-mail.....

LICENSING INFORMATION

1. **Person** who oversees the applicant's payday lending business at this location:

Name: _____
 (Last name) (First Name)

General Manager Manager Director of Operations Other: _____

Phone Number (_____) _____ E-mail Address _____

2. **Administrative Contact** (person to contact regarding licensing and related issues):

Name: _____
 (Last name) (First Name)

Phone Number (_____) _____ E-mail Address _____

3. **Complaints Contact** (person to contact regarding consumer complaints and the person responsible for handling compliance and enforcement issues):

Name: _____
 (Last name) (First Name)

Phone Number (_____) _____ E-mail Address _____

APPLICANT DECLARATION

I/We hereby:

1. Confirm that the information supplied is complete and true to my best knowledge and belief.
2. Acknowledge that legal responsibilities under the licence are contained within the [Business Practices and Consumer Protection Act](#) and [Payday Loans Licensing Regulation](#).
3. Give permission to Consumer Protection BC to verify bank relationships, memberships and all other matters in this Application.

Authorized signing officer of applicant:

Signature _____ Print Name _____

Date _____ Title _____

APPLICATION FEE & CONSUMER FINANCIAL EDUCATION FUND CONTRIBUTION

For a list of licence application fees, charges and other amounts, please see the [current fee schedule](#).

Licence application fees and other charges may be paid in the following ways:

- By cheque or money order
- By Visa, Mastercard or American Express Credit Card – complete a [credit card authorization form](#)

Application fees are non-refundable. A service charge will be applied for dishonoured payments.

Send completed application form, applicable attachments and application fee by mail or email.

Email operations@consumerprotectionbc.ca

Mail Consumer Protection BC
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INCOMPLETE APPLICATIONS WILL BE RETURNED UNPROCESSED