

Notification of change of director(s)

Please submit a copy of a government issued photo identification along with this form

Surname of new director		First	Middle
Former surname of new director (<i>married, maiden, etc.</i>)		Known as (<i>alias or preferred name</i>)	
Date of birth YYYY/MM/DD / /	Business phone ()	Home phone ()	Fax ()
Gender <input type="checkbox"/> Male <input type="checkbox"/> Not Declared <input type="checkbox"/> Female	Email address:		Would you like to receive the AMVIC newsletter by mail? <input type="checkbox"/> Yes <input type="checkbox"/> No
Name of legal entity			
Trade name (<i>operating as or doing business as name</i>)			Trade name number (TN)
Address of business (<i>street address or legal description – do not use box number</i>) City/Province/Postal Code			
Mailing address (<i>if different from above – include a box number if applicable</i>) City/Province/Postal Code			

Automotive Business Eligibility Questionnaire of the above director:

If the answer is **yes** to any of the following questions, **you must provide details** including dates and locations in the space provided or on an additional sheet(s) and provide any supporting documentation.

1. Have you ever been convicted or found guilty of an offence under **any law** in force in Canada or any other jurisdiction or are there any charges pending or outstanding warrants? Make sure to include all conditional discharges, absolute discharges or stayed charges. Yes No

If you have answered "yes", please provide details outlining each conviction, charge, warrant, discharge or stayed charge.

If you have received a record suspension, formerly known as a pardon, from the Parole Board of Canada you are not required to provide information regarding those convictions.

AMVIC does a very thorough background check on all applicants.

The *Consumer Protection Act*, Section 127(b)(iii) states that the Director may refuse to issue or renew a licence, may cancel or suspend a licence or may impose terms and conditions on a licence if an applicant furnishes false information or misrepresents any fact or circumstances to the Director.

Under Section 126(3) of the *Consumer Protection Act*, it is an offence to make a false statement of fact or misrepresent any fact or circumstance in any application or document submitted to the Director under the Act.

Under Section 164 of the *Consumer Protection Act*, any person who is convicted of an offence under the Act or the regulations is liable to a fine of not more than \$300,000 or three times the amount obtained by the defendant as a result of the offence, whichever is greater, or to imprisonment for not more than two years, or both.

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|--|--------------|-------------|
| 2. Are there any unsatisfied judgments, court orders or collections currently pending against you or any business you have been associated with? | Yes
_____ | No
_____ |
| 3. Have you ever declared or been placed into bankruptcy or receivership? | Yes
_____ | No
_____ |
| 4. Are you or any business you have been associated with presently involved in bankruptcy proceedings, a consumer proposal or a commercial proposal? | Yes
_____ | No
_____ |
| 5. Have you or any business you have been associated with ever had a petition filed against you under any bankruptcy or insolvency legislation in any jurisdiction? | Yes
_____ | No
_____ |
| 6. Have you ever been a partner, officer, director, or a beneficial owner of shares of a corporation that is bankrupt or that has been involuntarily wound up or that is a party to bankruptcy, receivership or involuntary winding-up proceedings? | Yes
_____ | No
_____ |
| 7. Are there any lawsuits or other proceedings before any court or tribunal that are in process, settled, or otherwise concluded, to which you or any business you have been associated with? | Yes
_____ | No
_____ |
| 8. Have you or any business you have been associated with ever been registered/licensed or previously applied for registration/licence as an automotive business in Alberta or any other jurisdiction? | Yes
_____ | No
_____ |
| 9. Have you or any business you have been associated with ever been refused a licence as an automotive business, or had any type of licence refused, cancelled, suspended, or made subject to terms and conditions in Alberta or any other jurisdiction? | Yes
_____ | No
_____ |

10. Will you be carrying on any business, occupation or profession other than that of an automotive business? Yes No
_____ _____
11. Have you or any business you have been associated with ever withdrawn, received a ban or had any licence, registration or authorization suspended, cancelled, or revoked by any regulatory body of any kind in any jurisdiction? Yes No
_____ _____
12. Have you or any business you have been associated with ever been fined, sanctioned or disciplined by any professional, occupational or trade association or by any regulatory body of any kind in any jurisdiction? Yes No
_____ _____

Automotive Business Eligibility Questionnaire

If the answer was **YES** to any of the above questions, please provide details including dates and locations in the space provided:

Background record check authorization form

I, _____ authorize AMVIC to conduct a background check, including
(Print full name)

a criminal record credit check at time of application and at any time while I am licensed. I authorize AMVIC to collect and/or share my information with other law enforcement agencies or government regulators.

I certify the information I have submitted to be true and correct to the best of my ability.

(Signature of Applicant)

(Date)

NOTE: This information is collected for the purpose of establishing and maintaining eligibility for licensing as an automotive business, and is collected under the authority of Part 13,126(1) of the *Consumer Protection Act*. Signing this form provides the Alberta Motor Vehicle Industry Council with the authority to obtain a criminal record report on the applicant listed above from the Canadian Police Information Centre (CPIC) and/or Justice Online Information Network (JOIN).

Submit to AMVIC:

Suite 303, 9945 – 50 Street Edmonton, AB T6A 0L4 Or by Fax: (780) 462-0633 or email: licensing@amvic.org

If you have any questions, please contact the licensing department:

Phone: (780) 466-1140 ext. 2001 or 1-877-979-8100 ext. 2001

A person who makes a false statement on any application or document submitted to the Director as delegated under the *Consumer Protection Act* commits an offence.