

To: All brokerages
All brokers
All associates

May 11, 2011

Re: Reminder of notification requirements
Automatic suspensions of licenses

The Mortgage Brokerages and Mortgage Administrators Act (“Act”) requires that the Superintendent of Financial Institutions (“Superintendent”) be notified when a broker or associate (“individual”) ceases brokering on behalf of the brokerage listed on their licence. The notification must be provided by both the individual and the terminating brokerage within 7 days of the termination.

Individuals must be aware that the Act automatically suspends their licence when they are no longer authorized to broker mortgages on behalf of the brokerage listed on their licence.

The Superintendent is aware of a number of individuals who have switched brokerages without providing the required notification. These individuals have then continued to broker mortgages prior to having their licence reinstated. These actions violate the Act. Brokerages that allow individuals to broker on their behalf, but whose licence does not list that brokerage, are in violation of the Act.

To assist in the notification process for both brokerages and individuals, and for individuals to apply to have their suspended licence reinstated, the Superintendent has developed four forms available at <http://www.sfsc.gov.sk.ca/financial/mbma.shtml>

These forms address the following:

- Brokerage’s notification that an individual has been terminated;
- Notification from an individual that they are no longer brokering on behalf of the brokerage listed on their licence;
- Application for an individual to have their suspended licence reinstated. The \$100 reinstatement fee must accompany this form.
- Information as to how an individual can transfer brokerages without having their licence automatically suspended. This information is applicable only where all the requirements are fully met, including the requirement for advance notice. Where all requirements are not met, the individual’s licence is automatically suspended and they need to apply to have it reinstated and pay the \$100 fee.

Each of these forms has instructions and background information, and should be read carefully.

If you have any questions regarding any of the information in this email or any information on regulatory requirements, please contact us at 306-787-6700 or via email at fid@gov.sk.ca.