

MEMBER REGULATION



INVESTMENT
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OF CANADA



ASSOCIATION
CANADIENNE DES
COURTIERS EN
VALEURS MOBILIÈRES

notice

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MR0166

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ATTENTION:
Ultimate Designated Persons
Chief Financial Officers
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Registration Streamlining System for non-resident Salesperson applications

Effective October 1, 2002, the Canadian Securities Administrators' ("CSA") a Registration Streamlining System ("RSS") will be in effect. RSS (as described in [CSA Staff Notice 31-305](#)), streamlines the filing and administrative processes for non-resident applications for Salesperson registration.

RSS replaces the need to provide originals of the following for non-resident Salesperson applications:

- Photographs
- Proof of Passing for most Courses
- Submission to Jurisdiction form
- RCMP Records Request Form

Please note that RSS applies only to applications for the category of Salesperson, in which the applicant has already been approved as a Salesperson in his/her home province. RSS cannot be used by an individual applying for registration simultaneously in his/her home jurisdiction and another province or territory.

As per CSA Notice 31-305, salespersons registered outside of Quebec who seek a non-resident registration in Quebec cannot use RSS.

RSS does not apply to Partners, Officers or Directors. Please refer to the IDA's Registration Guide for the procedures for non-resident applications in these categories

Under RSS, the filing requirements for a non-resident application for Salesperson are:

1. Photocopy of most recently approved Application which includes:
 - Photocopy of most recent 1-U-2000 filed with IDA in the province of Initial Decision Maker (as defined in CSA Staff Notice 31-305).

- Photocopy of all attachments and exhibits to the 1-U-2000

Under RSS, the most recent 1-U-2000 need not be less than 5 years old.

2. Cover Letter signed by both the applicant and an authorized Partner, Officer or Director of the firm. The letter must include a Dealer section and a Salesperson's section.

The Dealer's section must set out:

- an acknowledgement from the dealer that the salesperson is applying to the subsequent decision maker for registration
- who supervises the salesperson's trading activity
- the supervisor's business location

The Salesperson's section must set out

- Copy of approval letter if approval in the home province was granted by a regulator other than the IDA
- any changes in the information on the registration form filed on the salesperson's most recent application to

or

confirmation that no changes in the information on the registration form have occurred

- the name of the subsequent decision maker to which the salesperson is applying
- the registration category for which the salesperson is applying
- inclusion of the following clause, submitting to the jurisdiction of the subsequent decision maker:

By submitting this application I irrevocably and unconditionally submit to the non-exclusive jurisdiction of the judicial, quasi-judicial and administrative tribunals of each jurisdiction to which I have submitted this application and any administrative proceedings in that jurisdiction, in any action, investigation or administrative, disciplinary, criminal, quasi-criminal, penal or other proceeding (each, a proceeding) arising out of or relating to or concerning my activities as a registrant under the securities legislation of the jurisdiction, and irrevocably waive any right to raise as a defence in any proceeding any alleged lack of jurisdiction to bring that proceeding.

- the salesperson's address for service in the province or territory in which the subsequent decision maker is located

3. Non-Resident applications filed in Ontario must also include:
 - (if applicable) Form for Relief from the time limits imposed by OSC Rule 31-502
 - Original proof of passing of any courses required under 31-502 that were not required in the applicant's home province, such as the PFPC for non-retail RRs
4. Non-Resident applications filed in British Columbia must also include:
 - Freedom of Information and Protection of Privacy Act ("FIOPPA") Disclosure Form