

# Report from Council

## Important Changes to Council Criminal Record Check Procedures Coming in July!

### What is changing?

For many years, the Real Estate Council has contracted with the Financial Institutions Commission ("FICOM") to obtain criminal record checks in relation to licence applicants. FICOM has advised the Council that it will no longer be able to provide this service. In order to accommodate this change, effective July 22, 2011, the Council will require certain applicants to obtain and provide to the Council an original criminal record check at the time of applying for a licence.

### What does this mean?

In order to continue to provide appropriate consumer protection, the following applicants will be required to obtain an **original criminal record check** from their local police service and **submit it along with their application to the Council:**

- First-time licence applicants;
- Re-licence applicants (unlicensed for more than 90 days after licence expiry);
- Reinstatement licence applicants (those who have been unlicensed for more than 90 days within licence period);
- Director/officer or partner applicants who are not currently licenced or who have not been licensed or registered as a director/officer or partner under the *Real Estate Services Act* in the last 90 days; and
- Pre-screening applicants.

### When does this change occur?

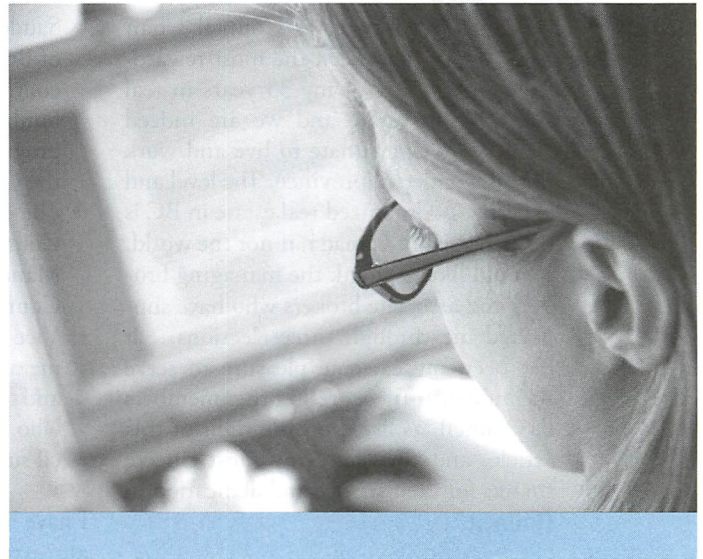
In order to accommodate the timeline set out by FICOM, any applications, as

noted above, submitted to the Council's office after July 22, 2011 must be accompanied by an original criminal record check obtained by the applicant.

**Note:** As the Council will continue to utilize FICOM's criminal record check services until July 22, 2011, please do not have licence applicants provide their own criminal record check prior to this date.

### Important Information

- Criminal record checks provided to the Council must be dated **within 90 days** of the date the Council receives the licence application.
- Licence applicants must have their criminal record check completed by the municipal police agency or RCMP detachment where they live.
- Licence applicants should contact their local police agency before attending its office to confirm hours of operation, fees and method of payment.
- Licence applicants should note that only **original documents** will be accepted. The Council will not accept photocopies of criminal record checks.



- If an applicant has a criminal record, they must provide a **Certified Criminal Record Check**, which must be obtained by fingerprints. This process will take an additional period of time, so it is suggested that the applicant discuss the process with the police agency they are dealing with well in advance of submitting their application for licence.

### Further Information

Further information, including more specific instructions on how to go about obtaining a criminal record check, will be available on the Council's website. In the meantime, please contact the Council if you have any questions at 604-683-9664, toll-free 1-877-683-9664 or email [info@recbc.ca](mailto:info@recbc.ca). ■

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