

You Might be a Branch Office, If...

In recent weeks, the Commission has received many questions about when an office maintained by a registrant outside the main brokerage office is a “branch office”.

Section 30(2) of *The Real Estate Act* permits a brokerage to operate more than one office in Saskatchewan provided each additional office is managed by a branch manager who manages only one office. **Branch offices must be registered with the Saskatchewan Real Estate Commission and there are regulations in place regarding the operation of a branch office.**

Not every office outside the main brokerage office will be a branch office under the *Act*. The current legislation does not include a definition of the term “branch office”, but the Commission considers the following questions when determining whether or not an office is a branch office:

- Do registrants use the office for the purpose of trading in real estate?
- Are members of the public invited to the office for the purpose of trading in real estate?
- Has signage been placed at the office or has a registrant created advertising for the office?

The purpose of these inquiries is to determine whether a member of the public would reasonably believe an office is affiliated with and managed by a particular brokerage. If the answer is “yes”, then that office is likely a branch office and must be registered with the Commission.

If you have questions about whether or not your office is a branch office, please contact the Commission’s Legal and Compliance Department.

If you believe your office is a branch office and you have questions about the branch office registration process, please contact the Commission’s Registration Department at info@srec.ca.