

Professional Corporations & Permitting - Common Issues

Every year, the Registration Department at the Commission handles hundreds of professional corporation permit inquiries. Often registrants are confused about the regulations and responsibilities they have with respect to operating their Professional Corporation. We hope that the following FAQs will help address the most commonly occurring areas of confusion.

Q. As a registrant, can I have my brokerage pay any commissions I earn to my professional corporation?

A. Yes, provided that you have:

- i. a personal Professional Corporation (PC), registered with the Saskatchewan Corporate Registry that satisfies the requirements of the Commission bylaws and is in good standing
- ii. a valid permit issued by the Commission (annually, Jan – Dec)
- iii. provided a copy of your PC and annual permit to your broker.

Q. Why does the Commission need to know about my professional corporation?

A. According to Section 8 of *The Professional Corporations Act*, a professional association or body may issue an annual permit for use - in this case, the Commission issues permits for real estate professionals who also have professional corporations. Once you have incorporated your own PC, you must apply for a permit with the Commission. Without a permit, you are not allowed to conduct trades in real estate under the name of your PC, nor accept payment from your brokerage in the name of your PC.

Q. How do I renew my PC permit with the Commission?

A. Your professional corporation will have to file an annual return with the Corporate Registry. Once you file your annual return, you can obtain an updated corporate profile report.

In early October, the Commission will notify PC holders of the need to renew their permits. A request will be made to provide the updated corporate profile report to prove the corporation is active and in good standing with the Corporate Registry. Once we have acknowledged receipt of the corporate profile report, the information will be updated in our database. You will then be notified by email to proceed to the Commission's online registration system and **log into your personal page to renew your permit** for the professional corporation. (This is a step many people miss.)

The initial permit application fee is \$500.00. The fee must accompany your application. The annual renewal fee for the permit is \$200.00.

As always, if you have any questions, please contact the office of the Saskatchewan Real Estate Commission at info@srec.ca.