

## Saskatchewan Real Estate Commission Termination of Certificate of Registration Form

In order for a registrant to change their registration status (i.e., salesperson to broker, etc.), or transfer their registration from one brokerage to another, the individual must first be terminated by their current brokerage. Section 54(2) of the *Act* and Bylaw 725.1 explain the process and applicable restrictions.

*54(2) If a broker, branch manager, associate broker or salesperson ceases to represent a brokerage:*

- (a) the registration of that broker, branch manager, associate broker or salesperson is suspended; and*
- (b) the brokerage shall, not later than five days after the broker, branch manager, associate broker or salesperson has ceased to represent the brokerage, give notice in writing to the Commission that the broker, branch manager, associate broker or salesperson has ceased to represent the brokerage together with the reasons.*

*Bylaw 725.1 - A salesperson or associate broker shall give written notice to the broker or branch manager in person or at the office of the brokerage when he/she is ceasing to represent the brokerage. This notice shall be given prior to termination and shall indicate the date that the salesperson will cease to represent the brokerage.*

This form is used to notify the Commission of a registrant's termination. The form must be completed and signed by the registrant **and** the broker of the terminating brokerage. The terminating broker must also terminate the registrant from the brokerage through the brokerage's online portal on the Commission's website ([www.srec.ca](http://www.srec.ca)).

If the registrant wishes to transfer to another brokerage, he/she must fill out the applicable registration form with the new brokerage and send it to the Commission.

If you have any questions about the registration process, please contact the Saskatchewan Real Estate Commission at (306) 374-5233, ext .1, or call toll-free at 1-877-700-5233.

You may also email the Commission at [info@srec.ca](mailto:info@srec.ca).

## Termination of Registration

Date of termination: \_\_\_\_\_  
MM/DD/YYYY

Registrant SREC ID number: \_\_\_\_\_  
ex: RW-1234567

Registrant legal name in full (***no initials***)

\_\_\_\_\_  
Last, first and middle name(s)

Nick name or alternate first name (if applicable):

\_\_\_\_\_  
***A "nick name" must have been previously approved by the Commission for use, as on certificate of registration.***

Date of birth: \_\_\_\_\_  
MM/DD/YYYY

Brokerage name:

\_\_\_\_\_  
Brokerage full address (including PO Box, street address, city and postal code):

\_\_\_\_\_  
Brokerage telephone: \_\_\_\_\_  
(123)-456-7890

\_\_\_\_\_  
Broker's email address:

Registration status at termination: (check one)

Salesperson

Associate Broker

Branch Manager

Broker

Reason for termination: (check all that apply)

- Retiring from the industry
  - Taking a leave  
(includes medical, maternity and extended travel)
  - Moving away
  - Returning to post-secondary education
  - Did not renew before annual deadline
  - Did not complete required CPD course
  - Cancelled following a disciplinary hearing (date of hearing: \_\_\_\_\_)
  - Moving to another brokerage
  - Other (please specify)
- 
- 

*Please Note:*

*If the reason for termination is other than retiring from the industry or moving to another brokerage, this termination form must be sent IMMEDIATELY to the Commission at [info@srec.ca](mailto:info@srec.ca).*

Is the brokerage in possession of any information that would suggest that the employee has engaged in conduct that contravenes regulatory requirements or is inconsistent with just and equitable principles of trade?

- NO
- YES

If YES, please provide details below (attach a separate statement if required):

---

---

---

---

Has the registrant seen this Termination of Registration Form?

NO

YES

Registrant's Signature:

---

If **NO** and/or the registrant's signature has not been obtained, please provide reasons (attach separate statement if required):

---

---

---

---

---

### Termination Statement

***Terminating Brokerage Statement:***

I declare that

---

name of registrant

has been terminated from employment with

---

name of brokerage

effective this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

I confirm that the information contained in this Form is true to the best of this broker/brokerage's knowledge.

---

signature of broker

---

date – MM/DD/YYYY

**Registrant Statement:**

I declare that I have been given notice of termination of employment with:

---

name of brokerage

**Registrant to complete this portion if the termination is at the request of the brokerage:**

I acknowledge receipt of this Termination of Registration Form and I,

DO

DO NOT

agree with the broker's reason for termination as provided in this form.

If DO NOT, please provide details (attach separate statement if required):

---

---

---

---

---