

Notice and Consent to Background Checks

Principals, Officers, Directors and Interested persons

Re: The Application of _____ (“Applicant”) for a licence
Name of Applicant
 or renewal of a licence under the New Home Construction Licensing Act, 2017.

Role (check off all applicable values)	Principal	Director	Officer	Interested Person	Partner	Party	Guarantor
Type (check off all applicable values)	Corporation	Partnership	Limited Partnership				

I _____ consent to the HCRA making inquiries and collecting, using and disclosing information about me as necessary for the purpose of its determination of the Applicant’s entitlement to a licence, including obtaining credit reports and police record checks and other information, as determined by the HCRA to be necessary in its sole discretion.

Background

The New Home Construction Licensing Act, 2017, provides that an Applicant’s entitlement to a licence, or to renewal of a licence, is dependent on factors including the conduct and financial position of the applicant’s Principals, Directors, Officers, Associated Persons and other Interested Persons, as defined in the Act.

Accordingly, the Registrar under the Act requires further information about additional persons who are Principals, Directors, Officers, Partners, Associated Persons, and other Interested Persons. An application is not considered complete until all additional information required by the Registrar has been received.

The HCRA is collecting and using this information pursuant to the New Home Construction Licensing Act, 2017, including its regulations. The HCRA is gathering the information to determine the Applicant’s entitlement to a licence or renewal of a licence and to assist the HCRA in administering the Act.

Important Definitions

Principals: Any individual or business organization owning at least 10% of the business as per the Shareholder Register.

Directors/Officers: For a Corporation, list all Directors and Officers of the Applicant as noted in the Initial Return/Notice of Change in Directors and Officers filed with the MGCS.

Provide information for any corporate General Partner in a Limited Partnership, or any parties in a Joint Venture.

Interested Persons: These are individuals employed by or affiliated with the Applicant (including guarantors) and who have the ability to exercise influence or control over the operation of the business or licensee (either directly or indirectly), including the management, policies, or affairs and strategy of the business.

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Collection, Use and Disclosure of Information

The HCRA will collect, use and disclose the information in accordance with its Access to Information and Privacy Policy and the New Home Construction Licensing Act, 2017, which requires the HCRA to keep confidential information it obtains in administering the New Home Construction Licensing Act, 2017, unless a specific exception in the Act applies. A copy of the HCRA Access to Information and Privacy Policy is available at www.hcraontario.ca. If you have questions relating to the collection and disclosure of information, please contact: info@hcraontario.ca

I have read and understand the above notice.

Date of Signing _____

Signature _____

Print Name _____