



College of Pharmacists  
of British Columbia

## PHARMACY LICENSURE

### DECLARATION – DEFERRED SUBMISSION OF A REQUIRED DOCUMENT(S) FOR CHANGE APPLICATION

#### **CHANGE OF DIRECT OWNER**

If you cannot provide the required document for a *Change of Direct Owner* application at the time of submitting the application form *OR* before the effective date, submit the temporarily acceptable documents (see below) with the application and then submit the required document before the deadline specified below.

Type of Change	Required Document	Temporarily acceptable documents until Required Document Becomes Available	Deadline to Submit the Required Document after Submitting the Application
Direct Owner	Business Licence issued to the new direct owner	1. Written confirmation from the jurisdiction about the delay in issuing the business licence; 2. Business licence receipt; and 3. A signed copy of the declaration below.	No later than 14 days after issuance of the business licence
Direct Owner (Amalgamation Only)	BC Company Summary and/or the Central Securities Register	1. A copy of the <i>Amalgamation Application</i> filed with the BC Corporate Registry; and 2. A signed copy of the declaration below,	No later than 30 days after effective date of change

I, \_\_\_\_\_, the authorized representative  
First name Last name

of the new direct owner, \_\_\_\_\_, am **not** able to provide the required document at  
Corporation name

the time of submitting the pharmacy change application on (date) \_\_\_\_\_ and declare that I

will submit (select all that apply):

- a new business licence of the pharmacy issued to the new Direct Owner within 14 days after issuance by the jurisdiction.
- a copy of the BC Company Summary of the amalgamated corporation issued by the BC Registry Services within 30 days after the effective date of change.
- a certified true copy of the Central Securities Register of the amalgamated corporation (certified by a notary public or lawyer) within 30 days after the effective date of change.

I understand that failure to submit the above document(s) before the deadline may result in a referral to the Inquiry Committee or Application Committee.

\_\_\_\_\_  
Print Full Name

\_\_\_\_\_  
Registration Number/eServices ID

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Signed



College of Pharmacists  
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## PHARMACY LICENSURE

DECLARATION – DEFERRED SUBMISSION OF A REQUIRED DOCUMENT(S) FOR CHANGE APPLICATION

### CHANGE OF INDIRECT OWNER(S)

If you cannot provide the required document at the time of submitting the application form **OR** before the effective date, submit a signed copy of this declaration with the application form, and then submit the required document before the deadline specified below.

Type of Change	Type of Application	Required Document	Deadline to Submit the Required Document after Submitting the Application
Director	Change of Indirect Owner	Notice of Change of Directors filed with the BC Registry Services	No later than 30 days after the change
Officer	Change of Indirect Owner	-	Officer information must be updated in the BC Company Summary for the next pharmacy licence renewal application
Officer	Pharmacy Licence Renewal	BC Company Summary with current officer information	Officer information must be updated in the BC Company Summary for the next pharmacy licence renewal application
Shareholder	Change of Indirect Owner	Certified true copy of the updated Central Securities Register	No later than 30 days after the change

I, \_\_\_\_\_, the current authorized  
First name Last name

representative of the direct owner, \_\_\_\_\_, am **not** able to provide the required  
Corporation name

document at the time of submitting the pharmacy application on \_\_\_\_\_ and declare that I will submit  
Date

(select all that apply):

(Directors) a copy of the updated *Register of Directors* now, followed by a copy of the *Notice of Change of Directors* filed with the BC Registry Services within 30 days after the change becomes effective on

\_\_\_\_\_.

Date

(Officers) Schedule "A" with this declaration, followed by an updated copy of the *BC Company Summary* with the correct indirect owners' for the next pharmacy licence renewal application after the next *Annual Report* is filed with the BC government.

(Shareholders) a certified true copy of the updated *Central Securities Register* within 30 days after the change becomes effective on \_\_\_\_\_.

Date

I understand that failure to submit the above document(s) before the deadline may result in a referral to the Inquiry Committee or Application Committee.

\_\_\_\_\_  
Print Full Name

\_\_\_\_\_  
Registration Number/eServices ID

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date Signed



College of Pharmacists  
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## PHARMACY LICENSURE

### DECLARATION – DEFERRED SUBMISSION OF A REQUIRED DOCUMENT(S) FOR CHANGE APPLICATION SCHEDULE “A”

I, \_\_\_\_\_, as \_\_\_\_\_ of \_\_\_\_\_

First name

Last name

Office held

\_\_\_\_\_ (the “Corporation”), in such capacity, certifies for and on behalf of the Corporation,  
Corporation name

intending that the same may be relied upon by the College of Pharmacists of B.C. without further inquiry, as follows:

1. \_\_\_\_\_  is an Officer /  is **no longer** an Officer with the  
First name Last name

Corporation although his/her name  is listed /  is not listed in the BC Company Summary because:

the change was effective on: \_\_\_\_\_, which occurred after the Annual Report was last filed with the BC Government.

the individual named above passed away on: \_\_\_\_\_, which occurred after the Annual Report was last filed with the BC Government.

the Corporation chose not to include officer information when filing the last Annual Report.

2. The following individuals are all the current signing Officers of the Corporation, and are authorized to sign to bind the Corporation (attach a separate sheet if additional space is needed):

_____	_____	_____
First name	Last name	Position
_____	_____	_____
First name	Last name	Position
_____	_____	_____
First name	Last name	Position

3. The information provided above is true, accurate and complete.

I understand that I must provide the College of Pharmacists of BC with a BC Company Summary with the current indirect owners’ information at the next pharmacy licence renewal application after the next Annual Report is filed with the BC Government. I understand that failure to submit the required document for the next pharmacy licence renewal may result in a referral to the Inquiry Committee or Application Committee.

\_\_\_\_\_

Print Full Name

\_\_\_\_\_

Registration Number/eServices ID

\_\_\_\_\_

Signature

\_\_\_\_\_

Date Signed