



Bulletin

Motor Vehicle Sales Authority of British Columbia



4,500 salesperson licences expire June 1, 2007!

24 April, 2007

Renewal notices in the mail

More than half of all of the salesperson licences in the British Columbia will expire on June 1, 2007. Notices are now in the mail.

It is mandatory that anyone engaged in the retail sale of motor vehicles hold a valid salesperson licence. This includes any customer-involved finance or business office staff as well as managers and dealer principals.

Other considerations:

- **See if you are properly registered:** check MDC/VSA web site (www.vehiclesalesauthority.com) under the heading "Search for Dealers and Salespeople" to see the list of licensed salespeople at each dealership, and the expiry date of their current license.
- **Renew online:** anyone who has previously been issued a photo ID licence card can renew online. This is the fastest and simplest way to do it. See the web site for details. Online renewals are eligible to renew for 2 years at a reduced fee.
- **Conditional Licenses:** People who hold only conditional licences (not a photo ID licence card) must renew by mail or fax.
- **Late Fees:** Anyone whose licence expires on June 1 and then renews after June 1, will pay a late fee of \$30, increasing to \$75 on July 1.

If you do not receive a renewal notice in the mail you can still renew online without the form.

Otherwise, please contact the VSA office with your new mailing address and a replacement renewal notice will be processed and mailed to you.

The most efficient way to contact the VSA office during this busy period is by email at salespersonlicensing@mvsabc.com or by fax at 604-294-9313. Phone messages left at 604-294-9889 local 710 will be answered as quickly as possible. Emails and faxes are much quicker and easier to process and respond to than phone messages.

Message for Dealers

Motor Dealers are responsible to ensure that all salespeople working at their dealership are licensed.

Dealers are encouraged to review the licence status of all people in retail sales positions on a regular basis, confirm expiry dates and ensure that renewals are efficiently processed on time. Once again, this includes all people involved in new and used vehicle sales, dealer principals, general managers, sales managers, those engaged in Internet sales and the staff of business and lease offices. The MDC/VSA web site has a search that provides a list of salespeople who hold valid licenses at each licensed dealership.

It's the law!

Anyone working without a valid salesperson licence is in contravention of the Motor Dealer Act, the Salesperson Licensing Regulation and Directive 12 as issued by the Registrar of Motor Dealers. In addition, every motor dealer licence is issued conditional upon full compliance with salesperson licensing requirements. Dealers and salespeople will be held responsible for non-compliance.

Motor Vehicle Sales Authority of BC
150 - 6400 Roberts Street
Burnaby, B.C. V5G 4C9

Tel: 604-294-9889 local 710 Fax: 604-294-9313
salespersonlicensing@mvsabc.com

www.vehiclesalesauthority.com