



## Registrar Bulletin 19: Module 1A FRC Application for Bulletin 19 Qualification Status (BQS)

New Application

Renewal

BQS Certificate #:

### Section 1: General Information

#### 1.1 Please provide the following information about your company:

Firm Name		Number & Street	
City	Province	Postal Code	
Phone		Website	
Other Office Locations Included in this Application (Attach separate list if necessary)			

#### 1.2 How is your business constituted? (e.g., Incorporated, Partnership, Sole Proprietorship, etc.)

#### 1.3 Who should Tarion use as the main contact at your company?

Contact Name	Position/Title
Phone	Email

#### 1.4 What type of work does your firm currently undertake? (e.g., primary consulting, commercial testing, residential high or low-rise). Please attach your firm's profile/resume.

**1.5 How many staff do you have?**

	Full Time	Part Time	Total
Professional			
Technical			
Administrative			
Other			

**1.6 What are your insurance arrangements?**

Name of Carrier	Professional Liability Policy	Yes	No
Policy Number(s)	Expiry Date		

**Section 2: Project Information**

**2.1 How many projects is your firm currently involved with?**

Where projects consist of multiple buildings being constructed under one development name, this will be considered one project.

Number of Residential:

Number of Other:

**2.2 Describe your last six (6) projects.**

Note: If there are other projects that you feel would be relevant to Tarion’s consideration of this application that are not listed below, please attach the information on a separate sheet.

Tarion Enrolment # (if applicable)	Project Name		
City & Province	Gross Floor Area (sq ft)	Time & Duration of Involvement	
Role (Architect, FRC, etc.)	Project Type (Low/Mid/High-Rise, Commercial, etc.)		

Tarion Enrolment # (if applicable)	Project Name		
City & Province	Gross Floor Area (sq ft)	Time & Duration of Involvement	
Role (Architect, FRC, etc.)		Project Type (Low/Mid/High-Rise, Commercial, etc.)	

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City & Province	Gross Floor Area (sq ft)	Time & Duration of Involvement	
Role (Architect, FRC, etc.)		Project Type (Low/Mid/High-Rise, Commercial, etc.)	

**2.3 Have you worked in the capacity of an FRC under any other BQS-qualified organization?**

If you are new to this area of construction and as a result cannot provide the information requested below, attach five (5) construction-related professional references.

Number of residential condominium projects worked on in the last five (5) years:

**2.4 How do you structure your project teams?**

Use a separate sheet to outline any established process your firm will use to structure Bulletin 19 project teams and how quality assurance/control mechanisms are used to mitigate the firm's risk.

**2.5 Who are the key personnel you are using on the condominium project?**

Attach additional sheets if necessary.

Name	Position/Title	Expertise/Discipline

### Section 3: Declaration

I understand that this information does not guarantee the availability or award of Bulletin 19 contracts. Subject to my right to exercise all available review and/or appeal rights I hereby waive all claims resulting from any errors or omissions by Tarion through this process.

I undertake to complete the work and services contemplated to be performed and to submit all reports, forms and other required information at the times and in the manner laid out in the current Registrar Bulletin 19 and Scope of Work proposals submitted by this firm and approved by Tarion.

I undertake to contract and employ only those consultants and other professionals in relation to Bulletin 19 work who are certified to practice in the Province of Ontario and are members in good standing with their respective certifying authorities. Through the exercise of due diligence I undertake to ascertain that testing agencies retained by this firm in relation to Bulletin 19 projects use testing standards established by CSA International or other appropriate professional bodies.

I will maintain all records of construction field review including correspondence with the builder, the Project Architect and all other consultants and authorized persons concerned with designated Type C and Type D condominium projects for a period of seven years following the registration of the condominium corporation. I will make these records available to Tarion at their request.

I will inform Tarion of material changes to information provided in this application that may affect the award or retention of FRC Bulletin 19 Qualification Status. I will inform Tarion within 30 days of becoming aware (or 30 days from the date when the undersigned ought to reasonably have become aware) of any such changes having taken place. I declare that to the best of my knowledge the information contained in this application is complete and accurate. I have authority to bind the applicant.

Print Authorized Name	Authorized Signature
Date	Position
Phone	Email

This Declaration to be signed in the presence of a witness.

Witness Name	Witness Signature
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