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Approved By: _____ Date: _____

Registration No.: _____

Scanning Code

TRM

For office use only – Date received

Form NET/March 2012

Important: PRINT or TYPE all information in BLACK INK

Notice of Employee TERMINATION

IMPORTANT INFORMATION

- A copy of the termination letter (if the termination was initiated by your brokerage) or resignation letter (if the termination was initiated by you) must accompany this form.
- If a broker/salesperson or brokerage initiates the termination as per Section 33 (1), (2) of O. Reg. 567/05 of the Real Estate and Business Brokers Act, 2002, written notification of the termination must be provided to the broker/salesperson or to the brokerage.
- The “effective date” reflected in the termination/resignation letter must match the “termination date” entered on this form.

TERMINATION OF EMPLOYEE (attach Certificate of Registration)

Last Name		Full First Name		Middle Name		Registration No.		
Residence Address - (If R.R.: Give Lot, Concession No. & Township) (Street Number & Name)					Apt. or Suite		City	
Province	Postal Code	Telephone No.		Fax No.		E-mail Address		
EMPLOYER – Business name						Termination Date		
						YEAR	MONTH	DAY

- Are you a Partner, Officer/Director or shareholder in any registered real estate business?
If yes, you must submit full particulars on a signed and dated statement. Yes No
- Did you initiate the termination of the employment?
If yes, it is your responsibility to give written notice of termination to the employee. Enclose a copy of the termination letter with this form. Yes No
- Did the employee initiate their termination of employment?
If yes, enclose a copy of the resignation letter with this form. Yes No

REASON FOR TERMINATION (If additional space is required, please attach a separate sheet to this page.)

Name of Authorized Signing Official (Please Print):		Signature		Title		Date	