

LIST OF ADMINISTRATIVE FEES

FEE IN FORCE FROM JANUARY 1, 2024 TO DECEMBER 31, 2026

Description	Valid fees (including taxes)
Licence changes	
Agency change	\$105
Licence modification - linking a broker acting on his own account to an agency	\$105
Licence modification - adding the AEO's qualifications or an area of practice	\$105
Modifying a licence to act on one's own account	\$105
Authorization (or withdrawal of authorization) to practise within a business corporation	\$105
Change of broker's name	\$105
Change of agency name	\$105
Administrative processing	
Application for voluntary suspension or revocation during the year	\$35
Invoice payment made to the OACIQ in error	\$35
Changes made to an application in progress	\$35
Other	
Licence history (complete history including licence issuance and modifications: suspension, revocation, change of agency, etc.)	\$105
Licence certificate (confirmation of start date for licence issuance, business corporation, licence status, etc.)	\$35
NSF cheque (Non-sufficient funds cheque)	\$35
Lifting of licence suspension	
Lifting of licence suspension for a broker or an agency (licensee who fails to fulfil his obligations toward the OACIQ)	\$400
Lifting of administrative suspension	\$105
Photo change	
Change of electronic photo - within 12 months prior to the expiry date	Free of charge
Change of electronic photo - more than 12 months before the expiry date	\$35
Change of paper photo - more than 12 months before the expiry date	\$35
Miscellaneous requests	
Assigning a broker to another establishment	\$35
Authorizing or withdrawing an agency collaborator's access to synbad.com	Free of charge
Synbad access - student	Free of charge
Authorized signatory	Free of charge
Suspension application by the agency (termination of employment)	Free of charge
Appointment of an agency executive officer	\$105