

Personal information is collected for the purpose of administering the International Registration Plan and is collected under the authority of Freedom of Information and Protection of Privacy Act section 33(c). Questions regarding the Collection may be directed to the Prorate Office at 403-297-2920.

Prorate Services / 1st Floor, 803 Manning Rd NE, Calgary, AB T2E 7M8 / PH: (403) 297-2920 FX: (403) 297-2917 / http://www.transportation.alberta.ca

ESTABLISHED PLACE OF BUSINESS QUESTIONNAIRE

Section 305 of the International Registration Plan (IRP) requires Applicants to maintain an Established Place of Business and/or **Residence** in the jurisdiction where they base plate http://www.irponline.org/publications/theplan .

Name of Company/Applicant:				
Contact Individual: Phone No.	Phone Number:			
Address:				
(Must be a street address or legal land location. Not a box number.)				
Are everyday operations conducted from this location?	Yes		No	
• If no, where?				
Are the Operational Records (Including NSC requirements) kept at this location?	Yes		No	
If no, where are the records maintained?				
Have you previously been prorated?	Yes		No	
• If yes, where?				
The following requirements must be met in order to qualify for apportioned registration in Alb				
1. The Applicant has an Established Place of Business and/or can demonstrate Residence	ın Alb	erta.		
2. The fleet will accumulate distance in Alberta.				
3. The IRP records are kept or made available at the Alberta physical location.				
Established Place of Business				
A physical structure located within Alberta that is occupied by the Applicant. This physical st		_		
staffed during regular business hours by at least one person employed by the Applicant on a p	ermane	nt basis for t	he pu	rpose
of the Applicant's trucking-related business.				
What are your business hours?				
Are trucks dispatched from this location?	Yes		No	
• If no, where?				
Does your company employ Albertans?	Yes		No	
• If yes, how many?				
You must include the following backup document; Plus two items from 'Residence' below.				
A copy of the lease, mortgage or current property tax notice for the physical business address used in Alberta.				
A copy of the lease, mortgage of current property tax notice for the physical business a	uuress	used III Albe	ııa.	
Residence				
An Applicant that does not have an Established Place of Business may demonstrate Residence	e by pro	viding at lea	ast th	ree of
the following: (Section 305)	• •	•		
if the Applicant is an individual on Alberta driver's license				
if the Applicant is an individual, an Alberta driver's licence				
if the Applicant is a corporation, that it is incorporated in Alberta	**			
that the Applicant's federal income tax returns have been filed from an address in Albert that the Applicant has point proposed in some tax at the Alberta	ta			
that the Applicant has paid personal income taxes to Alberta				
that the Applicant receives utility bills in Alberta in its name				
A SITE VISIT MAY BE CONDUCTED TO VERIFY COMPLIANCE				
I/we, the undersigned, do hereby certify, that the statements made herein are true and correct.				
Signature	Date			

Revised: January 2015