

COMMUNICATION PREFERENCES

Note: This application can be completed through the portal [Accès Agence](#).

Visit acces-bsp.bspquebec.ca to create your profile and proceed online simply and securely.

To file your application

Online at bspquebec.ca - My Account (registration required)

This completed form can be securely filed through the service of [My Account](#) in the **File deposit section**.

By mail or in person to the following address:

1611 Crémazie Boulevard East, Suite 500, Montréal, Québec H2M 2P2.

By default, any communication from the Bureau to the attention of the Agency is transmitted in French, to the principal establishment of your agency in Québec.

To choose other communication preferences, complete this form.

We remind you that the representative remains the only person authorized to receive communications regarding the Agency from the Bureau. All communication from the Bureau will continue to be sent to the representative's attention.

SECTION A: AGENCY IDENTIFICATION

Previous name of legal entity

Québec Enterprise Number (NEQ)

BSP File No. or Agency Licence No.

SECTION B: COMMUNICATION PREFERENCES UPDATE (the mailing address of correspondence must remain in Canada)

Language of correspondence: French English

Phone number (day)

Ext.

Cell phone or other phone number

Professional e-mail address (If you enter a professional e-mail address, we will contact you at this address for unofficial communications, if necessary, when processing your agency's file.)

Address (number and street)

Suite

City

Province

Postal code

SECTION C: REPRESENTATIVE DECLARATION

Representative surname

Representative first name

I understand that any communication to the Agency identified in Section A will now be forwarded to me, as the representative, in accordance with the new communication preferences in section B.

I declare that all the information provided herein is accurate and complete, and that any change modifying that information will be communicated to the Bureau de la sécurité privée **without delay**.

In witness whereof, I have signed on: | Y | Y | Y | Y | M | M | D | D |

Representative handwritten signature