



DO YOU ALREADY HOLD A LICENCE?

Here are the payment methods available for you to pay your annual fees:



Online

Access “**My account**” section of the **BSPQUEBEC.CA** website in order to pay by credit card, prepaid credit card or Visa Debit.



At a financial institution

Make your payment either at an Automated Teller Machine (ATM), at the teller or online. Notice: Please allow a minimum of **3 to 5 business days** to allow your payment to be reflected on your BSP file.



By check, bank or postal money order.

Make your payment by check, bank or postal money order if the request sent by post **with your file number written on the back**. Please allow **a minimum of 7 working days** for receipt by the Bureau. (No post-dated cheques are accepted.)



By *Interac* e-Transfer

Make your payment by *Interac* e-Transfer following the instructions below:

- 1 Recipient:** Bureau de la sécurité privée
- 2 Email:** comptabilite@bspquebec.ca
- 3 Security Question:** reason for payment
- 4 Security Answer:** permis
- 5 Reason:** Your BSP file number

By telephone

Contact the Information Department at 514 748-7480 or our toll-free number at 1 877 748-7483 and **dial 1** to speak to an agent. You will be able to pay your annual fees by credit card, prepaid credit card or Visa Debit.



Please note that the waiting time to speak to an agent may be longer due to high call volume.



SUBMITTING A NEW APPLICATION?

Here are the payment methods available for you:



Credit card, prepaid credit, Visa Debit.

Before proceeding with a payment, you must download and complete the form related to your new licence application. You can find this form online at BSPQUEBEC.ca in the COVID-19 section. It will allow you to make a payment by credit card, prepaid credit card or by Visa Debit.



By check, bank draft or postal money order.

Make your payment by post, bank draft or postal money order if the request sent by post **with your file number written on the back**. Please allow **a minimum of 7 working days** for receipt by the Bureau. (No post-date cheques are accepted.)



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- 2 Email:** comptabilite@bspquebec.ca
- 3 Security Question:** reason for payment
- 4 Security Answer:** permis
- 5 Reason:** Name, First Name
Date of Birth (DAY,MONTH,YEAR)
Email and Phone

Any questions? Please contact our Information Department by phone at 514 748-7480 or our toll-free number at 1 877 748-7483 or by email at info@bspquebec.ca.

Information Department

Bureau de la sécurité privée