



<p><b>For Office Use Only</b> New User Client # Date</p>
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## Saskatchewan Personal Property Registry (SPPR) User Client Application

Complete this form to have a individual process work for the Primary Client (Business). A primary client can have multiple individuals processing work. This form is used to manage the users (individuals) with the ability to add, change or delete users.

**SPPR Primary Client Number to be tied to:**

**New**

**Amend User Client Number:**

**Delete User Client Number:**

**& User Client Name:**

**& User Client Name:**

*Note: If New, complete all fields within this form. If Amend, complete only those fields that need to be changed. If Delete, complete the name fields.*

<b>User Client Information</b>	<p><b>Contact Information</b></p> <p>Last Name</p> <p>First Name</p> <p>Second Name <span style="margin-left: 150px;">Third Name</span></p> <p>Generation (if applicable) <span style="margin-left: 100px;">Date of Birth</span></p> <p>Address</p> <p>City <span style="margin-left: 250px;">Province / State</span></p> <p>Country <span style="margin-left: 200px;">Postal/ Zip Code</span></p> <hr style="border-top: 1px dashed black;"/> <p><b>Sign-In Information</b></p> <p>User Name <span style="margin-left: 100px;">(Max. 40 characters)</span></p> <p>Password <span style="margin-left: 100px;">(6-16 characters)</span> <span style="margin-left: 150px;">E-mail Address</span> <span style="margin-left: 500px;">(Used if password is lost)</span></p>
<b>Access to Registration</b>	<p>Indicate the type(s) of Registration access you are requesting.</p> <p><b>General Registration</b> (Personal Property Security Agreement; The Sale of Goods Act and Commercial Lien)</p> <p><b>Legal Registration</b> (Enforcement Charges Judgments, Writ of Execution)</p> <p><b>Government Registration</b> (PPSA Crown Interest and The Summary Offences Procedure Act)</p> <p><b>Maintenance Orders Registration</b></p> <p><i>Note: Search capability is automatically provided to all Users. Requests for Registration access must be approved by SPPR before access is provided.</i></p> <p>Support material is also available once you have signed into the system selecting the help icon in the right hand corner.</p>
<b>Submitting Party</b>	<p>Printed Name <span style="margin-left: 200px;">Name of Business</span></p> <p>Signature of Printed Name <span style="margin-left: 200px;">E-mail Address</span></p> <p>Phone Number <span style="margin-left: 250px;">Fax Number</span></p>

Send to ISC e-Business Services Centre at: E-mail: e-BSC@isc.ca OR Fax: (306) 798-1399  
OR Mail: ISC e-Business Services Centre, 1301-1<sup>st</sup> Avenue, Regina, SK S4R 8H2