



Saskatchewan Personal Property Registry (SPPR)

**Information
Services
Corporation**

Financing Change Statement DISCHARGE

Complete this form to totally discharge the registration from the registry. For information visit www.publications.saskatchewan.ca. If you require assistance, contact ISC at 1-866-275-4721 or ASK@isc.ca.

CLIENT INFORMATION	Client Reference # _____
	Account Number _____ Password _____ (min 3-max 16 characters)

REGISTRANT INFORMATION	Select one option only:	
	Party ID # _____ - ____ DO NOT provide name & address if Party ID # entered	
	OR	
	Business Name _____	
	OR	
	Last Name _____	First Name _____
	Second Name _____	Third Name _____
	Generation _____	Estate ☐ Date of Birth (dd-mmm-yyyy) _____

Address Line (max 100 char) _____		
Address Line (max 100 char) _____		
City _____ Province/State _____ Country _____ PC/Zip _____		

OUTPUT SELECTION	Note: If no output is selected, SPPR will mail results to Registrant address. Appropriate fee will apply.	
	Fee schedule is posted at www.isc.ca	
	Attention: _____ (mandatory)	Phone # _____ (mandatory)
	☐ Mail - mailing address from Registrant Information will be used	☐ Email Address _____
	☐ Fax # _____	☐ CD - mailing address from Registrant Information will be used.

REGISTRATION INFORMATION	Registration # _____
	Registration Identification Number (RIN) _____ (no spaces)

TRANSACTION DESCRIPTION	<i>Details of agreement should be placed in general property section Pg 4. Use as header line only. Maximum 250 characters.</i>
REASON CODE	Reason Code - select only if applicable: ☐ Correction to an error made by Registry Staff ☐ Court Order ☐ Compulsory Discharge in accordance with Section 50 of PPSA ☐ Registrar Correction – only applicable to Registrar of SPPR ☐ Compulsory Discharge in accordance with section 28 of The Enforcement of Money Judgment Act
COURT ORDER INFORMATION	Applicable to Court Orders Only: Both are mandatory: Court Order Date (dd-mmm-yyyy) _____ Court Order # _____ Optional: Court Order Amount _____ Court Order Judicial Centre (max. 100 characters) _____
AUTHORIZATION	Name of Business, if applicable: _____ Printed Name: _____ Signature of Printed Name: _____ Phone #: _____
OFFICE USE ONLY	☐ CSC Regina ☐ CSC Saskatoon Initials: _____ Date Submitted: _____
PAYMENT METHOD	ISC offers the following methods of payment: On Account – indicate the Account Number and Financial Account Password on page 1. Cheque or Money Order - payable to Information Services Corporation. Credit Card - in person, by telephone or ISC's online account payment process, visit www.ISC.ca Instructions to utilize credit card payment: - Option 1 – Request SPPR support to contact you when document is received for processing. Select box for call back for credit card details. Total Discharge are free, exception Court Orders and Compulsory Discharge. - Option 2 – Contact our Customer Support Team 1-866-275-4721 indicating you require an account to submit a SPPR document making the credit card payment over the telephone. REMEMBER to write the 9 digit account number on page 1 in the Client Information section. For additional information review the instruction sheets. PPR Fee Schedule can be found at ISC Sign-in page at the tab Fees > Personal Property.

Submit to the Saskatchewan Personal Property Registry at:

Email: sppr@isc.ca

Fax: (306) 205-7866

Mail: SPPR, 1301 - 1st Avenue, Regina, SK S4R 8H2

By Appointment in Regina or Saskatoon:

Book appointment online at www.isc.ca

OR

Call 1-866-275-4721 to book an appointment