



DEALER'S PERMIT APPLICATION CHECKLIST

Have you:

1. Included your fully completed Application for Dealer's Permit
2. Obtained and included your **original** dealer surety bond - with signature - in the name of the applicant
3. Obtained and included your original criminal record search and/or criminal record document for **ALL** individuals listed on the dealer application – if you have convictions you must obtain and provide a criminal record transcript via your local police department or Commissionaire's Manitoba
4. Obtained and included proof of compliance with local government requirements regarding your business location – proof that the applicant can conduct vehicle sales at the chosen operating location via *occupancy permit* or *verification of use letter* from the City of Winnipeg zoning department, or other written approval on town, city, or rural municipality letterhead
5. Registered your business / trade name and included the Companies Office documents
6. If applying as a corporation, a copy of the articles of incorporation – please ensure you already have a Manitoba Public Insurance customer number for the corporation by attending a Service Centre with the articles of incorporation
7. Successfully completed the Dealer's Knowledge Test by making an appointment at any Manitoba Public Insurance Service Centre or attending 1981 Plessis Road, Bldg. 'A' between 8:30 am and 3:30 pm, Monday through Friday
8. Included the \$600 payment payable to Manitoba Public Insurance