

Real  
Estate  
Council  
Alberta

reca.ca

# INDUSTRY COUNCIL ELECTIONS 2023

## CANDIDATE INFORMATION PACKAGE



# CONTENTS

---

- 03 KEY DATES
- 04 ABOUT RECA
- 05 ELECTION OFFICER
- 06 ROLE OF INDUSTRY COUNCILS
- 07 BASIC ELIGIBILITY REQUIREMENTS
- 08 NOMINATIONS AND VOTING ELIGIBILITY
- 09 AVAILABLE SEATS AND ADDITIONAL INDUSTRY COUNCIL REQUIREMENTS
- 10 MEMBER REMUNERATION AND TIME COMMITMENT
- 11 PREPARING YOUR CANDIDATE PACKAGE
- 12 SCHEDULE 1: CANDIDATE DECLARATION FORM

# Key Dates

---

September 28, 2023

Nominations Open

October 30, 2023

Nominations Close

September 28–October 31, 2023

The Election Officer Reviews Candidate Packages

November 1, 2023

Election Candidates Announced

November 22, 2023

Polls Open

November 27, 2023

Last day of Voting

November 28–29, 2023

Voting Results Announced

December 1, 2023

Elected Industry Council Members Begin Their Two-Year Term

December 4–8, 2023

One-hour Special Meeting of Each Industry Council to Make Board Appointment

December 14, 2023

Mandatory Half-Day (AM) Orientation Session for NEW Members

Spring 2024

Mandatory Two-Day Governance Training for ALL Members

# About RECA

---

The Real Estate Council of Alberta (RECA) is an independent governing authority, responsible for regulating real estate, mortgage broker, property management and condominium manager professionals under the *Real Estate Act* (Act) of Alberta.

The *Real Estate Amendment Act 2020*, restructured and reinforced RECA's mandate to protect consumers and to facilitate the business of licensees in Alberta's real estate sectors. RECA was restructured to consist of a Board of Directors (Board) and four Industry Councils.

The Board consists of three Public Members, who are not licensees, appointed by the Minister of Service Alberta and Red Tape Reduction (Minister). Of the three Public Members, one is appointed as the Chair of the Board. The Board also includes four Industry Council Members, appointed by each Industry Council.

Each Industry Council consists of three licensees, elected by peers in their respective industry, and two Public Members appointed by the Minister. The term of elected Industry Council Members is two (2) years, commencing December 1, 2023.

The term of office of Public Members may be up to three (3) years, at the discretion of the Minister.

## THE PURPOSES OF THE RECA BOARD ARE:

- to set strategic direction and ensure effective operation of RECA
- to protect against, investigate, detect and suppress fraud as it relates to the business of licensees and to protect consumers
- to provide, or support the provision of, services and other things that facilitate the business of licensees, as provided for in the regulations
- to administer the Act as provided in the Act, the Regulations, the Bylaws and the Rules

## THE PURPOSES OF RECA'S INDUSTRY COUNCILS ARE:

- to set and enforce standards of conduct for licensees and the business of licensees in order to protect consumers and promote the integrity of the industry
- to administer the Act as provided for in the Act, Regulations, Bylaws and the Rules

## THERE ARE FOUR INDUSTRY COUNCILS:

- Residential Real Estate Broker Industry Council
- Residential Property Manager Industry Council (which includes Condominium Management)
- Commercial Real Estate Broker and Commercial Property Manager Industry Council
- Mortgage Broker Industry Council

# Election Officer

---

In accordance with section 3.5 and 3.6 of the Bylaws, the Board has appointed MNP LLP as the Election Officer. The Election Officer is a qualified firm, independent of the Board, Industry Councils, and RECA staff. The Election Officer is appointed to supervise, validate, and certify results of the Industry Council nominations and elections. The elections forms & processes are set by the Board, in consultation with the Industry Councils, in accordance with section 3.4 of the Bylaws and section 7.1(2)(b) of the Act.

The Industry Council Election Policy of the Board is available [here](#).

To view the Bylaws in their entirety, [click here](#).



# Role of Industry Councils

---

Industry Councils serve as independent governing bodies under RECA, responsible for self-regulation of their industries, supported by RECA's administration for licensing, enforcement, and administrative resources.

## INDUSTRY COUNCILS ARE RESPONSIBLE FOR:

- identifying and addressing emerging industry issues
- setting standards (rules) determining licensing and education requirements
- coordinating with other Industry Councils to seek alignment, where applicable, to ensure effective regulation
- protecting consumers and promoting the integrity of the industry



## SKILLS AND EXPERIENCE DESIRED

Ideally, candidates will have demonstrated the following skills and experiences:

- understand the importance of teamwork to the success of an organization
- able to inspire, motivate, and offer direction and leadership to others
- knowledge of regulatory principles, including interpreting and applying legislation, setting and enforcing standards of conduct; and an understanding of the legal dimensions of organizational issues
- development of policies, rules, and standards
- critical thinking, problem solving, strategic decision-making, policy analysis, and conflict resolution
- superior verbal and written communication, demonstrated by the ability to communicate complex ideas accurately, concisely and effectively
- able to act with tact and diplomacy
- a strong desire to support RECA's mandates and build productive relationships with stakeholders
- member and/or volunteerism in charities, community support organizations, and/or boards or councils, is considered an asset

## MEMBER APPOINTED TO THE BOARD OF DIRECTORS

Each Industry Council will appoint one of its industry representatives to sit on the Board.

# Basic Eligibility Requirements

---

The Board, in consultation with all Industry Councils, has prescribed the following basic eligibility requirements for all candidates.

Candidates must:

- be a licensee in the industry in which they are seeking election
- have at least five (5) years of continuous experience in the industry in which they are seeking election
- in a form prescribed by the Board, submit:
  - a Candidate Declaration Form to the Board
  - at least ten (10) endorsements from licensees if the Candidate Declaration Form is for the Residential Real Estate Broker Industry Council, Commercial Real Estate Broker and Commercial Property Manager Industry Council, or the Mortgage Broker Industry Council
  - at least five (5) endorsements from licensees if the Candidate Declaration Form is for the Residential Property Manager Industry Council
  - a current resume or curriculum vitae that clearly demonstrates the election candidate's experience that includes experience in the industry in which they are seeking election
  - a video no longer than three (3) minutes or a written submission no longer than 700 words explaining why they are a suitable candidate for the relevant Industry Council in which they are seeking election

Candidates must attest that they:

- are a resident of Alberta
- are at least 18 years of age
- are not currently the subject of proceedings under the Act
- in the past five (5) years, have not been the subject of proceedings under the Act or similar legislation in another jurisdiction and have not received a sanction greater than a Letter of Reprimand
- are not currently the subject of proceedings or have been convicted of an offence under the *Canada Criminal Code* or the *Controlled Drugs and Substances Act* within the past five (5) years, or at the time of nomination
- have not been convicted within the past five (5) years of an indictable offence in Canada or another jurisdiction
- are not the subject of incapacity and are not a represented adult as defined in the *Adult Guardianship and Trustee Act*
- are not a formal patient as defined in the *Mental Health Act*
- have not been found to be a person of unsound mind by a court in any jurisdiction
- do not hold the status of undischarged bankrupt
- if elected, will not concurrently hold a position on the board or a governing body of an industry association, be an employee of an industry association, act in an official capacity for an association, or act on behalf of an association in any manner other than as an ordinary member of the association

Each election candidate must submit a Candidate Declaration Form for only one Industry Council even if they are licensed in more than one industry.

# Nominations and Voting Eligibility

---



## NOMINATIONS

The nomination period begins on September 28, 2023, and ends on October 30, 2023. During that time, interested candidates will submit their candidate packages to the Election Officer for review and validation.

Candidates must meet the basic eligibility requirements and any additional requirements, as set by the Board in consultation with the Industry Councils.

## VOTING ELIGIBILITY

All individuals licensed with RECA are eligible to vote in the sectors in which they hold an active licence. Anonymous ballots will be distributed to the email address recorded in the licensee's MyRECA account. Polls will open on November 22, 2023 and close on November 27, 2023 at 4:00 p.m. Results will be announced by November 29, 2023.

## MULTIPLE AUTHORIZATIONS

RECA licensees are eligible to vote in the elections in the sectors in which they hold an active licence. If a licensee holds multiple authorizations (for example, in residential and commercial real estate), that licensee can vote in the elections for each of those Industry Councils.

### For example:

- If you are authorized in residential and commercial real estate, you can vote in the elections for both the Commercial Real Estate Broker and Commercial Property Manager Industry Council and the Residential Real Estate Broker Industry Council.
- If you hold a property management authorization, and you primarily practice commercial property management, you will vote in the Commercial Real Estate Broker and Commercial Property Manager Industry Council and will not vote in the Residential Property Manager Industry Council. If you do not actively practice property management despite being authorized to do so, you will automatically default to being able to vote in the Residential Property Manager Industry Council.

# Available Seats and Additional Industry Council Requirements

---

## RESIDENTIAL PROPERTY MANAGER INDUSTRY COUNCIL

- one condominium manager who practices mostly or exclusively in condominium management
- one real estate licensee who practices mostly or exclusively in residential property management
- one licensee who mostly or exclusively practices in condominium or residential property management, or both

## COMMERCIAL REAL ESTATE BROKER AND COMMERCIAL PROPERTY MANAGER INDUSTRY COUNCIL

- one urban commercial real estate practitioner who:
  - attests that 70% or more of their business is in trades of urban commercial real estate
  - has completed fifty (50) or more commercial transactions in the last five (5) years either themselves or by someone directly reporting to them
  - provides at least five (5) endorsements from licensees who, if required by the Board, can attest that 70% or more of the endorsing licensee's business is in the trade of commercial real estate
- one rural (agri-business) practitioner who:
  - attests they have completed fifty (50) or more trades in rural (agri-business) within the last five (5) years
  - has broad and diverse experiences in both rural (agri-business) trades and rural zoning levels
  - if requested, provide a list of their broad and diverse experiences in both rural (agri-business) trades and rural zoning levels
- one commercial property manager who:
  - attests that within the past three (3) years they have had commercial property management portfolio in excess of 500,000 square feet with asset value of at least \$300 million
  - provides at least five (5) endorsements from licensees who, if required by the Board, can attest that 70% or more of the endorsing licensee's business is in commercial property management

## RESIDENTIAL REAL ESTATE BROKER INDUSTRY COUNCIL

- one real estate broker who has been actively engaged in the management of a licensed Alberta brokerage for at least five (5) years, where a minimum of five (5) other residential real estate licensees are registered
- one associate who has been actively engaged in trading in residential real estate for at least five (5) years
- one other residential real estate licensee of any class with at least five (5) years experience

## MORTGAGE BROKER INDUSTRY COUNCIL

- three seats for any mortgage licensee who meets the basic eligibility requirements

# Member Remuneration and Time Commitment

---

In accordance with RECA's Remuneration Policy for Board and Industry Council Members, Industry Council Members receive an annual retainer, paid monthly, to secure overall governance services provided by Industry Council Members. The Remuneration Policy for Board and Industry Council Members is reviewed annually by RECA's Governance and Human Resources and Finance and Audit committees. Any changes are subject to approval by the Board.

The Industry Council Chairs are paid an additional retainer, in addition to receiving Industry Council Member retainer, in recognition of their additional responsibilities.

Industry Council Members who are appointed by their Industry Council to the Board are also eligible for a Board Member retainer.

Quarterly, the Board Chair will host an Industry Council Chair Roundtable where the Board Chair, Industry Chairs, and licensed Board Members will discuss common issues. Those present are eligible for an additional retainer

Retainers for Board and Industry Council Members are:

Industry Council Chair: \$7,000  
Industry Council Member: \$5,000  
Industry Council Chair Roundtable Member: \$3,000  
Board Member: \$5,000

Members are also entitled to be reimbursed for all necessary expenses in accordance with RECA's Reimbursement of Expense Policy.

The estimated time spent by an Industry Council Member, including attending meetings, committees, conferences, and training, is 30 days per year or 2.5 days/month. Actual time commitment will vary, depending on the respective Industry Council responsibilities and the Member's availability. Meetings are held in person or virtually.



# Preparing your Candidate Package

The Board has appointed MNP LLP as the Election Officer in accordance with the Bylaws. The Election Officer will review all candidate packages to determine candidate eligibility, and administer the voting process.

All candidate packages must be sent to MNP directly at [RECAelection@mnp.ca](mailto:RECAelection@mnp.ca)

All candidate packages must include the following information:

## ENDORSEMENTS

- for the Residential Real Estate Broker, Commercial Real Estate Broker and Commercial Property Management, and Mortgage Broker Industry Councils, the candidate must collect a minimum of ten (10) endorsements by licensees in good standing in the respective industry
- for the Residential Property Manager Industry Council, the candidate must collect a minimum of five (5) endorsements by licensees in good standing with the Residential Property Manager Industry Council
- for the urban commercial real estate seat for the Commercial Real Estate Broker and Commercial Property Manager Industry Council, at least five (5) of the ten (10) endorsements must be from licensees who can attest that 70% or more of the endorser's business is in the trade of commercial real estate
- for the commercial property management seat for the Commercial Real Estate Broker and Commercial Property Manager Industry Council, at least five (5) of the ten (10) endorsements must be from licensees who can attest that 70% or more of the endorser's business is in commercial property management
- see the Nominee Endorsement Form in Schedule 1 of this package

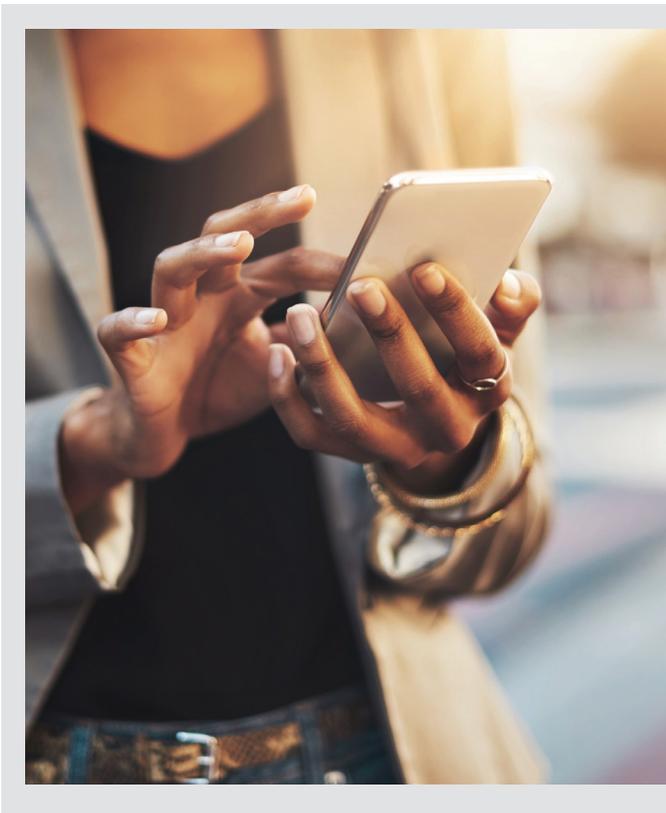
## ADDITIONAL REQUIREMENTS

- if requested, for the rural (agri-business) seat for the Commercial Real Estate Broker and Commercial Property Manager Industry Council, provide a list of their broad and diverse experiences in both rural (agri-business) trades and rural zoning levels

## RESUME AND CANDIDATE STATEMENT

- a current resume or curriculum vitae that clearly demonstrates the election candidate's experience that includes experience in the industry in which they are seeking election
- a video no longer than three (3) minutes or a written submission no longer than 700 words explaining why they are a suitable candidate for the relevant Industry Council in which they seek election

Candidates must attest, either by signature or by electronic acceptance, that their submissions for the candidate package are true. If anything within the candidate package is found to be dishonest or willfully misleading, the candidate will be deemed ineligible by the Election Officer, and may be removed from the Industry Council.



# Candidate Declaration Form

## Residential Real Estate Broker Industry Council

This Industry Council will be comprised of three elected licensees and two public members appointed by the Minister of Service Alberta and Red Tape Reduction. The licensee members will include, one (1) licensee who is a broker, one (1) licensee who is an associate, and one (1) licensee of any licence class who trades in residential real estate.

Name:

Brokerage:

Email:

Phone:

Contact ID (CON-XXXXXXXX):

Date of Birth:

Please initial below:

I declare that I am a candidate for the **Residential Real Estate Broker Industry Council**.

I currently hold an active licence in (please check all that apply):

Residential Real Estate

Commercial Real Estate

Property Management

Rural Real Estate

Mortgage Brokerage

Condominium Management

Please check one:

I am a broker and have been actively engaged in the management of a licensed residential real estate Alberta brokerage for at least five (5) years where a minimum of five (5) other residential real estate licensees are registered

I am an **associate** in a licensed residential real estate brokerage

I am an **associate broker** in a licensed residential real estate brokerage

Please initial below:

I have enclosed ten (10) endorsements from active licensees in the industry sector for which I seek election to an Industry Council seat.

By signing this Candidate Declaration Form, I attest,

- I have a minimum of five (5) years of continuous licence history in residential real estate, and
- I am a resident of Alberta
- I am at least 18 years of age
- I am not currently the subject of proceedings under the *Real Estate Act*
- in the past five (5) years, I have not been the subject of proceedings under the *Real Estate Act* or similar legislation in another jurisdiction and have not received a sanction greater than a Letter of Reprimand
- I am not currently the subject of proceedings or have been convicted of an offence under the *Canada Criminal Code* or the *Controlled Drugs and Substances Act* within the past five (5) years, or at the time of nomination
- I have not been convicted within the past five (5) years of an indictable offence in Canada or another jurisdiction
- I am not the subject of incapacity or a represented adult as defined in the *Adult Guardianship and Trustee Act*
- I am not a formal patient as defined in the *Mental Health Act*
- I have not been found to be a person of unsound mind by a court in any jurisdiction
- I do not hold the status of undischarged bankrupt
- if elected, I will not concurrently hold a position on the board or a governing body of an industry association, be an employee of an industry association, act in an official capacity for an association, or act on behalf of an association in any manner other than as an ordinary member of the association

**I further attest that:**

- all submissions in support for my candidacy for this Industry Council seat and attached hereto are true.
- if anything is found to be dishonest or willfully misleading, I will be deemed ineligible by the Election Officer, and may be removed from the Industry Council.

**By signing this document, for the purposes of this Election, I consent to,**

- information submitted in the candidate package other than my Licensee number and date of birth being publicly displayed on RECA.ca, and also
- additional information provided in support of my candidacy (ex. licensing number and date of birth) being shared with the Election Officer and its affiliates.

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

Enclosures (check all that apply):

Resume (REQUIRED)

Candidate Statement (REQUIRED if no video submitted)

Coordinates for candidate video (REQUIRED if no Candidate Statement submitted)

Nominee Endorsement Forms (REQUIRED)

# Candidate Declaration Form

## Commercial Real Estate Broker & Commercial Property Manager Industry Council

This Industry Council will be comprised of three elected licensees and two public members appointed by the Minister of Service Alberta and Red Tape Reduction. The licensee members will include, one (1) urban commercial practitioner, one (1) rural (agri-business) commercial practitioner, and one (1) commercial property manager.

Name:

Brokerage:

Email:

Phone:

Contact ID (CON-XXXXXXXX):

Date of Birth:

Please initial below:

I declare that I am a candidate for the **Commercial Real Estate Broker & Commercial Property Manager Industry Council**.

I currently hold an active licence in (please check all that apply):

Residential Real Estate

Commercial Real Estate

Property Management

Rural Real Estate

Mortgage Brokerage

Condominium Management

Please check one:

I am an **urban commercial practitioner** and 70% or more of my business is in trades of urban commercial real estate, I have completed fifty (50) or more commercial transactions in the past five (5) years either myself or by someone directly reporting to me, and a minimum of five (5) of my endorsements are from licensees who can attest that 70% or more of the endorser's business is in the trade of commercial real estate

I am a **rural commercial practitioner** and I have completed fifty (50) or more trades in rural (agri-business) within the last five (5) years; I can demonstrate broad and diverse knowledge and experience with rural zoning

I am a **commercial property manager** and I can demonstrate, within the past three (3) years, I have managed property portfolios in excess of 500,000 square feet with a total asset value of at least \$300M; and a minimum of five (5) of my endorsements are from licensees who can attest that 70% or more of the endorser's business is in commercial property management

**Please initial below:**

I have enclosed ten (10) endorsements from active licensees in the industry sector for which I seek election to an Industry Council seat.

By signing this Candidate Declaration Form, I attest,

- I have a minimum of five (5) most recent years of continuous licence history in commercial real estate, rural real estate, or property management primarily managing commercial properties, and
- I am a resident of Alberta
- I am at least 18 years of age
- I am not currently the subject of proceedings under the *Real Estate Act*
- in the past five (5) years, I have not been the subject of proceedings under the *Real Estate Act* or similar legislation in another jurisdiction and have not received a sanction greater than a Letter of Reprimand
- I am not currently the subject of proceedings or have been convicted of an offence under the *Canada Criminal Code* or the *Controlled Drugs and Substances Act* within the past five (5) years, or at the time of nomination
- I have not been convicted within the past five (5) years of an indictable offence in Canada or another jurisdiction
- I am not the subject of incapacity or a represented adult as defined in the *Adult Guardianship and Trustee Act*
- I am not a formal patient as defined in the *Mental Health Act*
- I have not been found to be a person of unsound mind by a court in any jurisdiction
- I do not hold the status of undischarged bankrupt
- if elected, I will not concurrently hold a position on the board or a governing body of an industry association, be an employee of an industry association, act in an official capacity for an association, or act on behalf of an association in any manner other than as an ordinary member of the association

**I further attest that:**

- all submissions in support for my candidacy for this Industry Council seat and attached hereto are true
- if anything is found to be dishonest or willfully misleading, I will be deemed ineligible by the Election Officer, and may be removed from the Industry Council.

**By signing this document, for the purposes of this Election, I consent to,**

- information submitted in the candidate package other than my Licensee number and date of birth being publicly displayed on RECA.ca, and also
- additional information provided in support of my candidacy (ex. licensing number and date of birth) being shared with the Election Officer and its affiliates.

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

Enclosures (check all that apply):

Resume (REQUIRED)

Candidate Statement (REQUIRED if no video submitted)

Coordinates for candidate video (REQUIRED if no Candidate Statement submitted)

Nominee Endorsement Forms (REQUIRED)

# Candidate Declaration Form

## Residential Property Manager Industry Council

This Industry Council will be comprised of three elected licensees and two public members appointed by the Minister of Service Alberta and Red Tape Reduction. The licensee members will include, one (1) licensee who mostly or exclusively practices condominium management, one (1) licensee who mostly or exclusively practices residential property management, and one (1) licensee who practices mostly or exclusively either condominium management, residential property management, or both.

Name:

Brokerage:

Email:

Phone:

Contact ID (CON-XXXXXXXX):

Date of Birth:

Please initial below:

I declare that I am a candidate for the **Residential Property Manager Industry Council**.

I currently hold an active licence in (please check all that apply):

Residential Real Estate

Commercial Real Estate

Property Management

Rural Real Estate

Mortgage Brokerage

Condominium Management

Please check one:

I am a **condominium manager** (I practice mostly or exclusively in condominium management)

I am a **residential property manager** (I practice mostly or exclusively in residential property management)

I practice mostly or exclusively in condominium management, residential property management, or both

**Please initial below:**

I have enclosed five (5) endorsements from active licensees in the industry sector for which I seek election to an Industry Council seat.

By signing this Candidate Declaration Form, I attest,

- I have a minimum of five (5) years of continuous experience in condominium management, and/or residential property management, and
- I am a resident of Alberta
- I am at least 18 years of age
- I am not currently the subject of proceedings under the *Real Estate Act*
- in the past five (5) years, I have not been the subject of proceedings under the *Real Estate Act* or similar legislation in another jurisdiction and have not received a sanction greater than a Letter of Reprimand
- I am not currently the subject of proceedings or have been convicted of an offence under the *Canada Criminal Code* or the *Controlled Drugs and Substances Act* within the past five (5) years, or at the time of nomination
- I have not been convicted within the past five (5) years of an indictable offence in Canada or another jurisdiction
- I am not the subject of incapacity or a represented adult as defined in the *Adult Guardianship and Trustee Act*
- I am not a formal patient as defined in the *Mental Health Act*
- I have not been found to be a person of unsound mind by a court in any jurisdiction
- I do not hold the status of undischarged bankrupt
- if elected, I will not concurrently hold a position on the board or a governing body of an industry association, be an employee of an industry association, act in an official capacity for an association, or act on behalf of an association in any manner other than as an ordinary member of the association

**I further attest that:**

- all submissions in support for my candidacy for this Industry Council seat and attached hereto are true.
- if anything is found to be dishonest or willfully misleading, I will be deemed ineligible by the Election Officer, and may be removed from the Industry Council.

**By signing this document, for the purposes of this Election, I consent to,**

- information submitted in the candidate package other than my Licensee number and date of birth being publicly displayed on RECA.ca, and also
- additional information provided in support of my candidacy (ex. licensing number and date of birth) being shared with the Election Officer and its affiliates.

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

**Enclosures (check all that apply):**

Resume (REQUIRED)

Coordinates for candidate video (REQUIRED if no Candidate Statement submitted)

Candidate Statement (REQUIRED if no video submitted)

Nominee Endorsement Forms (REQUIRED)

# Candidate Declaration Form

## Mortgage Broker Industry Council

This Industry Council will be comprised of three elected licensees and two public members appointed by the Minister of Service Alberta and Red Tape Reduction. The licensee members will include three (3) licensees who deal in mortgages and meet the basic eligibility criteria for all industry council election candidates.

Name:

Brokerage:

Email:

Phone:

Contact ID (CON-XXXXXXXX):

Date of Birth:

**Please initial below:**

I declare I am a candidate for the **Mortgage Broker Industry Council**.

**I currently hold an active licence in (please check all that apply):**

Residential Real Estate

Commercial Real Estate

Property Management

Rural Real Estate

Mortgage Brokerage

Condominium Management

**Please acknowledge:**

I am a **mortgage licensee** registered as a broker or associate in a licensed mortgage brokerage

**Please initial below:**

I have enclosed ten (10) endorsements from active licensees in the industry sector for which I seek election to an Industry Council seat.

By signing this Candidate Declaration Form, I attest,

- I have a minimum of five (5) years of continuous licence history as a mortgage licensee, and
- I am a resident of Alberta
- I am at least 18 years of age
- I am not currently the subject of proceedings under the *Real Estate Act*
- in the past five (5) years, I have not been the subject of proceedings under the *Real Estate Act* or similar legislation in another jurisdiction and have not received a sanction greater than a Letter of Reprimand
- I am not currently the subject of proceedings or have been convicted of an offence under the *Canada Criminal Code* or the *Controlled Drugs and Substances Act* within the past five (5) years, or at the time of nomination
- I have not been convicted within the past five (5) years of an indictable offence in Canada or another jurisdiction
- I am not the subject of incapacity or a represented adult as defined in the *Adult Guardianship and Trustee Act*
- I am not a formal patient as defined in the *Mental Health Act*
- I have not been found to be a person of unsound mind by a court in any jurisdiction
- I do not hold the status of undischarged bankrupt
- if elected, I will not concurrently hold a position on the board or a governing body of an industry association, be an employee of an industry association, act in an official capacity for an association, or act on behalf of an association in any manner other than as an ordinary member of the association

**I further attest that:**

- all submissions in support for my candidacy for this Industry Council seat and attached hereto are true,
- if anything is found to be dishonest or willfully misleading, I will be deemed ineligible by the Election Officer, and may be removed from the Industry Council.

**By signing this document, for the purposes of this Election, I consent to,**

- information submitted in the candidate package other than my Licensee number and date of birth being publicly displayed on RECA.ca, and also
- additional information provided in support of my candidacy (ex. licensing number and date of birth) being shared with the Election Officer and its affiliates.

\_\_\_\_\_  
Signature of Candidate

\_\_\_\_\_  
Date

Enclosures (check all that apply):

Resume (REQUIRED)

Candidate Statement (REQUIRED if no video submitted)

Coordinates for candidate video (REQUIRED if no Candidate Statement submitted)

Nominee Endorsement Forms (REQUIRED)

# Nominee Endorsement Form

I \_\_\_\_\_, Contact ID (CON-XXXXXXXX)

endorse

(nominee name) of

(employer/brokerage)

in their pursuit of a position on the

Industry Council. I believe this person meets the eligibility criteria outlined in the

Industry Council Election 2023 Candidate Information Package and feel confident in

their abilities. For the purpose of endorsing

as a candidate for election to the

Industry Council, I consent to the disclosure of my name to the public.

\_\_\_\_\_  
Signature of Endorser

\_\_\_\_\_  
Date