

PROCEDURES FOR LICENSING DIRECT SELLERS

Under parts VII and IX of the Consumers Protection Act Direct Sellers must be licensed. Territorial Legislation requires all Direct Sellers, having sales greater than \$50.00 be licensed in the NWT.

These procedures must be followed in order to obtain a Direct Seller License:

1. Complete the Application form and provide a telephone number where you can be contacted;
2. Complete Authorization for Criminal Record Check form and submit to the local RCMP detachment for processing;
3. Submit the required fee of \$30.00;
4. Mail the completed application form, Criminal Records Check and the fee to our office.

Licenses are issued from April 01 and expire on March 31 of the following year. Fees for licenses are for 1 year (or part there of) and must be paid again upon renewal.

If you have any questions please feel free to contact this office.

Consumer Services, Corporate Affairs
#600, 5201 – 50 Ave. Northwest Tower
Department of Municipal and Community Affairs
Government of the NWT
Yellowknife NT X1A 3S9

Phone: (867) 873-7672

Fax: (867) 873-0609

Please allow 2-4 weeks for processing. NOTE: Your license will not be issued until all the information is complete and all forms are received in our office.