



# Saskatchewan Personal Property Registry (SPPR)



## Financing Change Statement AMENDMENT

Complete this form to renew and/or amend (add, update or delete) your original registration. For information visit [www.publications.saskatchewan.ca](http://www.publications.saskatchewan.ca).

**Submit completed form to the Saskatchewan Personal Property Registry at:**

**Email:** [sppr@isc.ca](mailto: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](http://www.isc.ca)

**OR**

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

### 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 \_\_\_\_\_

Email \_\_\_\_\_

### 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](http://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.

<b>REGISTRATION INFORMATION</b>	Registration # _____  Registration Identification Number (RIN) _____ (no spaces)	
<b>TRANSACTION DESCRIPTION</b>	<i>Details of agreement should be placed in general property section Pg 4. Use as header line only. Maximum 250 characters.</i>	
<b>REASON CODE</b>	<b>Reason Code - select only if applicable:</b> <div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <input type="checkbox"/> Correction to an error made by Registry Staff  <input type="checkbox"/> Court Order  <input type="checkbox"/> Compulsory Discharge in accordance with Section 50 of PPSA         </div> <div style="width: 48%;"> <input type="checkbox"/> Registrar Correction              – only applicable to Registrar of SPPR  <input type="checkbox"/> Compulsory Discharge in accordance with Section 28 of The Enforcement of Money Judgment Act         </div> </div>	
<b>COURT ORDER INFORMATION</b>	<b>Applicable to Court Orders Only:</b> Court Order Date (dd-mmm-yyyy) _____ (mandatory) Court Order # _____ (mandatory)  <b>Optional:</b> Court Order Amount _____ Court Order Judicial Centre ( max. 100 characters)	
<b>LIFE EXTENSION/REDUCTION</b>	<b>Life Extension</b> <b>To be used with -</b> Security Agreement, Commercial Lien, Sale of Goods.  <b>Select one option only:</b> Years ____ Months ____ Days ____ or Expiry Date: _____ (dd-mmm-yyyy) or <input type="checkbox"/> Infinity (Fee is \$500)	<b>Life Extension</b> <b>To be used with -</b> Enforcement Charge Provincial Judgment & Enforcement Charge Federal Judgment (10 Yr from Judgment/ Issue Date); Enforcement Charge Federal Writ of Execution (6 Yr from Issue Date).  Judgment/Issue Date: (mandatory) _____ (dd-mmm-yyyy)
	<b>Life Reduction</b> Expiry Date: _____ (dd-mmm-yyyy)	<b>Life Reduction</b> Judgment/Issue Date: (mandatory) _____ (dd-mmm-yyyy)
<b>NOTATIONS</b>	<b>Applicable to PPSA only:</b> (optional) <b>Trust Indenture</b> <input type="checkbox"/> Add <input type="checkbox"/> Delete <b>Applicable to Judgments &amp; Writs of Execution</b> Court # _____ (mandatory)      Amount _____ (optional) Court Order Judicial Centre ( max. 100 characters)	

**Add Secured Party:** (If additional Secured Parties required complete appropriate schedule)

Select one option only:

Same as Registrant ☐

OR

Party ID # \_\_\_\_\_ - \_\_\_\_ DO NOT provide name &amp; address or Party ID # if same as registrant indicated.

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 \_\_\_\_\_

Email \_\_\_\_\_

**Update/Edit Secured Party**

Item # to be updated \_\_\_\_\_

**Only enter information that is required to be updated:**

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 \_\_\_\_\_

Email \_\_\_\_\_

**Delete Secured Parties**

Item # to be deleted \_\_\_\_\_

Item # to be deleted \_\_\_\_\_

Enter 5 characters of Last/Business Name \_\_\_\_\_

Enter 5 characters of Last/Business Name \_\_\_\_\_

**Add Debtor Party:** (If additional Debtor Parties required complete appropriate schedule)

Select one option only:

Party ID # \_\_\_\_\_ - \_\_\_\_ DO NOT provide name &amp; 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 \_\_\_\_\_

**Update/Edit Debtor Party:**

Item # to be updated \_\_\_\_\_

**Only enter information that is required to be updated:**

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 \_\_\_\_\_

**Delete Debtor Parties:**

Item # to be deleted \_\_\_\_\_

Item # to be deleted \_\_\_\_\_

Enter 5 characters of Last/Business Name \_\_\_\_\_

Enter 5 characters of Last/Business Name \_\_\_\_\_

# SERIAL PROPERTY AMENDMENT

If additional Serial Property required complete appropriate schedule.

Serial Type Codes

MV - Motor Vehicle

OM - Outboard Motor

BT - Boat

AS - Aircraft Serial #

AC - Aircraft DOT

MH - Mobile Home

TR - Trailer

Double check your serial number. MV serial numbers will be validated as to structure. *If a MV serial number does not pass this validation, this form will be returned to the submitter. If serial number is correct, despite failing validation, select Override to proceed.*

Add Serial Property:

Serial Type ☐ M Serial # ☐ MANDATORY Override ☐ Year ☐ (yyyy) Colour ☐  
Make/Desc. ☐ MANDATORY Model ☐ OPTIONAL

Add Serial Property:

Serial Type ☐ M Serial # ☐ MANDATORY Override ☐ Year ☐ (yyyy) Colour ☐  
Make/Desc. ☐ MANDATORY Model ☐ OPTIONAL

Update/Edit Serial Property:

Item # to be updated

Only enter information that is required to be updated:

Serial Type ☐ M Serial # ☐ MANDATORY Override ☐ Year ☐ (yyyy) Colour ☐  
Make/Desc. ☐ MANDATORY Model ☐ OPTIONAL

Delete Serial Property:

Item # to be deleted

Item # to be deleted

Enter Serial #

Enter Serial #

# GENERAL PROPERTY AMENDMENT

If additional General Property required complete appropriate schedule.

Select one option only:

☐ Delete all General Property

OR

If additional General Property required complete appropriate schedule. (max 500 characters)

# RIN # AMENDMENT

Select one option only: If nothing is selected the default will be "None".

☐ System Generated ☐ Client Selected RIN (max. 20 characters-no spaces)

☐ None

**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](http://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.
- 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.**For general registry inquiries, contact ISC at 1-866-275-4721 or [ASK@isc.ca](mailto:ASK@isc.ca).