



Inspection and Technical Services
 Labour, Consumer Protection and Government Services
 508-401 York Avenue
 Winnipeg, Manitoba R3C 0P8
 T 204-945-3373 F 204-948-2089

LICENCE RENEWAL NOTICE

Our records indicate your licence issued under the Power Engineers Act with the Licence ID: XXXXXX will expire on December 31, 2022. To renew your licence please provide the renewal fee of \$160.00 to our office by December 31, 2022.

Inspection and Technical Services offers the following payment options:

- **Online Credit Card Payment Form** available at: <https://forms.gov.mb.ca/itsop/>
 The electronic online form will only accept Visa or MasterCard. To pay online you will need to enter your licence number found on this renewal letter. A receipt will be sent to the email address you provide on the online form.
- **Credit Card Payment sent by mail.**
 Detach and mail the completed Licence Renewal Form below with the Credit Card Information to 508-401 York Avenue, Winnipeg, Manitoba R3C 0P8.
- **Cheque or Money Order payable to the Minister of Finance sent by mail.**
 Detach and mail the completed Licence Renewal Form below with the Cheque or Money Order to 508-401 York Avenue, Winnipeg, Manitoba R3C 0P8.

Only submit one payment and do not send cash by mail. Once your payment has been processed, **your new licence will be mailed to you within 4 - 6 weeks.**

Please ensure to keep your licence information up-to-date. Send your updated information to TechnicalServices@gov.mb.ca or complete the form below. For additional information on licensing, please visit our website at <https://www.gov.mb.ca/labour/its/index.html>.

Licence Renewal Form

Inspection and Technical Services
 508-401 York Avenue
 Winnipeg, Manitoba R3C 0P8

Licence Information	
Licence Holder Name: _____ Licence Number: _____ <input type="checkbox"/> I wish to renew my licence. <input type="checkbox"/> I do not wish to renew my licence. Please cancel my licence. _____ <div style="text-align: right; margin-right: 50px;">Signature</div>	
Please provide the following information:	
Mailing Address: _____ Date of Birth (YY/MM/DD): _____ Telephone Number(s): Home # _____ Cell # _____ Email Address: _____ Is this a change of address? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Credit Card Authorization for payments by mail only. Faxed and emailed forms will not be processed.	
Licence Holder Name: «Lname», «Fname» «MName1» «MName2» Licence Number: «Licence_ID»	
Name Appearing on Credit Card: _____	<input type="checkbox"/> Personal Credit Card <input type="checkbox"/> Business Credit Card
Card Holder Signature: _____	Total Amount Authorized \$160.00
Type of Credit Card: <input type="checkbox"/> VISA Note: We do not accept Visa Debit or American Express <input type="checkbox"/> MASTERCARD	Expiry Date: (MM/YY) _____ CVV _____ (located on back of card)
Credit Card Number: _____	_____