

Employment Standards Branch
604—401 York Avenue
Winnipeg, Manitoba R3C 0P8

Phone: 945-3352
Toll free: 1-800-821-4307
Fax: 948-3046

Schedule Form 1 Application

For a License to operate
An Employment Agency



Internal use only:

I, _____ of _____
Name of Applicant Address of Applicant

Name of city, town or village Postal code

Phone number Email address

I hereby apply for a license to operate an employment agency, and place employees in Manitoba:

_____ in the _____
Address Name of city, town or village

under the name: _____
Proposed name of company

Provide a description of whom the agency will be operated for (classes of employees, employers etc.)

- May recruit foreign temporary workers
- Member of the Canadian Society of Immigration Consultants
- Member of a Law Society of Canada Name of society: _____
- Funded through the Department of Family Services and Housing

Date Signature of Applicant

Application for Licensing of Employment Agencies
Manitoba Revised Regulation E100-R1
The Employment Services Act

- The fee for a license to operate an employment agency is \$100 per fiscal year. Please make cheques payable to *The Minister of Finance*
- Where the Minister of Labour and Immigration refuses to issue a license to operate an employment agency, the applicant may be returned the fee forwarded with the application, or such portion as is deemed appropriate.

Notes

- Under subsection 4(2) of the Employment Services Act, every license issued under the Act, unless sooner suspended or cancelled is valid for one fiscal year of the Province : April 1 to March 31.
- An application for a license to operate an employment agency must be made and forwarded with the required fee to the address that appears in the top left corner of this page.