



PUBLIC ADVISORY

LICENCE SERVICE DELAYS

JANUARY 26, 2018 TO FEBRUARY 5, 2018

Updated January 25, 2018

- ❖ The Passenger Transportation Branch is in the process of improving our IT system to serve you better. In order to ensure that your licence applications are processed efficiently, we need to suspend some services from January 26, 2018 to February 5, 2018.
- ❖ The following is a list of dates for specific application types. In order to have these applications processed efficiently, please submit your paperwork to the PT Branch on or by the 'Received @ PTB By' date listed below:

Application Type	Received @ PTB by Date	NOTES
New Applications	January 26, 2018	
Amalgamation - New or Existing	January 26, 2018	
Renewals	February 1, 2018	*to process January & February renewals. March renewal notices will be sent after February 5, 2018
SA Plate Activation	February 1, 2018	
TOP substitutes	February 1, 2018	*Complete the TOP substitute paperwork; keep a copy of those documents in your vehicles. As soon as we are able, we will process your documents in our system.
TOPs	February 1, 2018	
Additional ICB Plates	February 1, 2018	
Plate to Alternate	February 2, 2018	*must be received @ PTB by 3pm Feb 2/18

- ❖ Questions and/or concerns can be directed to the PT Branch by email at PassengerTransportationBr@gov.bc.ca or by telephone at (604) 527-2198.

We appreciate your patience during this short period of time.

The Passenger Transportation Branch is committed to supporting your business needs and though there may be a brief delay, we will begin processing your application documents as soon as possible after February 5, 2018.