

April 8, 2020

File No.: 72000-01

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VIA EMAIL

To: BC Incorporated Trust Companies

RE: COVID-19 – Regulatory Filing Extension

The BC Financial Services Authority (BCFSA), in response to the COVID-19 pandemic and resulting disruptions, is extending the deadline for the filing of the Personal Information Return (PIR). As you are aware, a PIR must be filed by each new director or senior officer¹ before commencing duties. BCFSA has extended the deadline for filing a PIR by 30 days, until further notice. While we recognize that these filings are still important to be submitted in a timely manner, if there is a need for a further extension please contact your Relationship Manager. The BCFSA also recognizes the challenges some individuals may face in making these filings so please be aware that we have no intention to levy any administrative penalty that might normally apply.

In these unusual times, it is important that both the BCFSA and your company are keeping in regular contact to ensure that regulatory expectations are understood and so that we can comprehend the challenges you may face. Please ensure that you have established regular check-ins with your Relationship Manager.

If you have any immediate questions or concerns, please contact Sandra Vogt, Acting Director, Financial Reporting and Standards at sandra.vogt@bcfsa.ca or 604-218-6548, or your BCFSA Relationship Manager.

Regards,



Frank Chong
VP and Deputy Superintendent, Regulation

cc: CFOs, BC Incorporated Trust Companies

¹ Refer to the definition of director and senior officer in the [PIR FAQs](#) posted on BCFSA's website.