



The information required in the form is necessary to process your application. All confidential information will be kept confidential except to the extent provided by the laws administered by the Commission des transports du Québec. The information may be released to another public body, if applicable, under an agreement for this purpose under the terms of the Act respecting access to documents held by public bodies and the protection of personal information.

IMPORTANT

The “**Documents required**” section informs you what documents you must attach to your application.

CTQ use only

Numéro de demande:

Numéro de revenu :

1 – Identification of the applicant

Business

Business name

Québec Enterprise Number – NEQ

Other name under which the permit will be operated, if applicable.

Business address

<input type="text"/>	<input type="text"/>	<input type="text"/>
Number	Street	Apartment

<input type="text"/>	<input type="text" value="Québec"/>	<input type="text"/>
City, village or municipality	Province	Postal code

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Area code Telephone	Extension	Area code Cell	Area code Fax*

E-mail address *

* I accept to receive all documents that may be sent to me at the e-mail address or the fax number mentioned above and I agree to advise the Commission des transports of any change.

2 – Description of the application

A – Permit number involved

Number

B – Identification and declaration of the vendor

I consent to the transaction as a:

Shareholder Partner Liquidator

Last name

Given name

Business name

Area code Telephone

Extension

Area code Cell

Area code Fax*

E-mail address *

* I accept to receive all documents that may be sent to me at the e-mail address or the fax number mentioned above and I agree to advise the Commission des transports of any change.

I solemnly declare that all the information given is true and accurate.

Vendor's signature

Name in block letters

Year

Month Day

3 – Declaration and signature

I declare that all the information provided is true and accurate.

Buyer's signature

Name in block letters

Year

Month Day

False declaration

Whoever makes a false declaration or provides false information is guilty of an offence and is liable to the penalties provided under the Act and penalization by the Commission, in addition to costs.

Required documents

You must provide the required documents. Without them, the processing of your application may be delayed and a decision could be rendered based on the partial information available in the file.

- ✓ Certificate of positive or negative search (criminal background check search certificate compiled by a police department). An application form is available on our website. If you are a natural person or a co-owned entity, you must provide us with a valid certificate that concerns you and your partners personally. If you are a legal person or a company, you must submit a valid certificate for your primary shareholder, as well as for each of your officers. A certificate of search is valid for three (3) months from the date attesting to the completion of the police background check.
- ✓ A list of your shareholders, partners until you identify the natural persons before and after the transaction. This list must contain the following information : last name and given name, driver's permit number along with the number of shares detain by each shareholders or the percentage of assets for each partner;
- ✓ Copy of the document attesting to the transaction;
- ✓ *État certifié des droits inscrits* (certified statement of registered rights) in relation to the permit issued by the Registre des droits personnels et réels mobiliers.
- ✓ Certificate from a notary or lawyer confirming, after having verified this statement, that the permit is free from any hypothec or identifying the creditors.
- ✓ The consent of any creditor to authorize the acquisition of interest, or discharge if the permit is covered by one or several hypothecs.
- ✓ Sworn statement from the assignor stating that he or she will not grant any hypothec on the permit until the Commission has rendered a decision on the authorization of acquisition of interest.
- ✓ Document proving that the partners and the shareholder have been advised of the acquisition;
- ✓ Resolution authorizing the filing of the application (legal person);
- ✓ Proof of Canadian citizenship or permanent residence within the meaning of the Immigration Act (partner).

Fees

In order to determine the amount of the payment that you should send with your application, please consult the form "[Fees-Taxi](#)" (CTQ-342A) that is available on our website. The various ways to make the payment are also mentioned on the form.

Submit your application

Send the signed form along with the payment and the required documents:

By secure email	www.ctq.gouv.qc.ca/en/to_reach_us	
By Fax	514 873-4720 or 418 644-8034	
By mail	Commission des transports du Québec 200, chemin Sainte-Foy, 7 th floor Québec (Québec) G1R 5V5	
In person	545, boulevard Crémazie East 10 th floor, Office 1000, Montréal	200, chemin Sainte-Foy, 7 th floor, Québec

To reach us

Internet address	www.ctq.gouv.qc.ca
By phone	Montreal area : 514 873-6424 All other areas : 1 888 461-2433