

**BROKERAGE'S LETTER OF DIRECTION TO FINANCIAL INSTITUTION**  
***The Real Estate Services Act***

To: The Manager

From: \_\_\_\_\_  
Name of Managing Registrant

\_\_\_\_\_  
Name of Financial Institution

\_\_\_\_\_  
Name of Brokerage

\_\_\_\_\_  
Full Branch Address

\_\_\_\_\_  
Full Brokerage Address

\_\_\_\_\_  
Branch Phone Number

\_\_\_\_\_  
Brokerage Phone Number

Dear Manager:

**The Manitoba Securities Commission and Brokerages' Trust Accounts**

Pursuant to the requirements of section 38 of *The Real Estate Services Act*, in connection with my trust account identified below

Financial Institution Transit Number (5 digits)	Financial Institution Number (3 digits)	Trust Account Number	Date Trust Account Opened

and kept at your branch, I direct you, until further notice, as follows:

- 1) To maintain the above-mentioned account at your Branch as an interest-bearing account designated as a trust account, earning interest at the rate applicable to real estate and property management brokerages' trust accounts, and to deduct all bank service charges and other charges related to this account against the general account which I/we maintain at your Branch;
- 2) To compute the interest thereon by applying the rate referred to in (1) above;
- 3) To pay such interest not less often than every six months to the Minister of Finance, c/o The Manitoba Securities Commission, Room 500-400 St. Mary Avenue, Winnipeg, Manitoba, R3C 4K5; and
- 4) To give written notice to the Managing Registrant at the address given above and to The Manitoba Securities Commission, when each such payment is made, showing the amount of such payment, the rate(s) of interest, the basis on which the interest calculation was made, and any deduction permitted under section 40(1) for calculating and remitting the interest to the Commission.

This direction may be revoked or amended only with the prior written consent of the Registrar of *The Real Estate Services Act*.

Dated the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_. \_\_\_\_\_  
Authorized Signature – Managing Registrant

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**Acknowledgement of Receipt by Financial Institution**

The undersigned hereby acknowledges the foregoing and undertakes to act in accordance with this direction.

\_\_\_\_\_  
Signed on behalf of Financial Institution

\_\_\_\_\_  
Name and Official Position

- NOTE: (1) If more than one trust account is maintained, a separate letter of direction in the above format must be given for each one.  
(2) Please be sure to indicate the financial institution transit number, the financial institution number, the trust account number, and the date the trust account was opened in the space provided in the opening paragraph of this letter.  
(3) This letter must be completed in three parts - original to The Manitoba Securities Commission, copy to the Financial Institution, copy to be retained by the Brokerage.  
(4) This direction shall be effective on the date it is signed by the Managing Registrant.