

# Information Bulletin

**Bulletin Number:** MB 11-006

**Topic:** CREDIT CARD PAYMENTS FOR REGISTRATION APPLICATIONS AND LATE FILING FEES

**Issue Date:** SEPTEMBER 2011

In order to comply with Payment Card Industry Data Security Standards, mortgage brokers will no longer be able to submit credit card payments to FICOM by any methods, other than those set out below.

To ensure the security and confidentiality of your credit card information, and to comply with industry standards, credit card information **WILL NOT** be accepted by email or a fax number which has not been designated for credit card receipt. All attempts to submit payments by email or to a non-designated fax number will be rejected in their entirety even if they include registration applications or other application information.

Persons wishing to submit applications by email and pay by credit card may do so only if they use one of the following credit card submission options set out below.

## Submission Options

**By Fax:** Submit the Credit Card Payment form with your application by fax to the number included on the form.

**By Mail:** Submit the Credit Card Payment form with your application by mail directly to the Registrar at the address included on the form.

**By Phone:** Call 604-660-3395 to speak to a FICOM staff person who will receive credit card information over the phone.

The Credit Card Payment form is available at the following link:

[http://www.fic.gov.bc.ca/?p=mortgage\\_brokers/fees](http://www.fic.gov.bc.ca/?p=mortgage_brokers/fees)

For further enquiries, please contact the Registrar's staff by email at [MortgageBrokers@ficombc.ca](mailto:MortgageBrokers@ficombc.ca)

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