



February 17, 2016

This memo is being sent to remind TLS licence holders of the notice requirements in section 14 of the Sponsorship Application, which states that:

"all data submitted...must be kept current. It is the Sponsor's obligation to notify...forthwith if any of the information of the Sponsor, the sponsored OO or the Sponsored OO's employees changes."

All drivers listed on the Sponsorship Application must remain up to date, meaning that these names are the only drivers permitted to operate the truck associated with the sponsored Independent Operator/Owner Operator ("I/O"). Any changes to the status of either the I/O, or the secondary drivers, must be reported to the Office of the BC Container Trucking Commissioner (the "OBCCTC"). Failure to do so could result in the suspension of the truck tags associated with the Sponsorship Application.

Further, we want to once again direct licensees' attention to the Licence Transfer or Assignment Policy released on December 4, 2015 (<http://bc-ctc.ca/wp-content/uploads/2015/12/2015-12-07-Licence-Transfer-or-Assignment-Policy.pdf>). As stated in that policy, any license transfer or assignment MUST be with the prior approval of the Commissioner.

At this time, we encourage all licensees to review their current Sponsorship Application, as well the legal names listed on their current licence agreement, to ensure that all information is up to date. If there have been any material changes made, licensees should immediately notify the OBCCTC in writing.

Sincerely,

Corinn Bell
Acting Commissioner

Vince Ready
Acting Deputy Commissioner