

SECTION D - FEE REMISSION DECLARATION

Complete sections 1 and 2 only if you are applying for a fee remission. The Registrar may request supporting documentation related to your submission.

1. I, the undersigned, request that the Registrar, pursuant to By-law No. 1, made under the *Professional Engineers Act*, grant me a fee remission for the following reason (choose one):

- I have retired from the practice of professional engineering.
(Note: Any licence holder who has retired from the practice of professional engineering as of the date on which the fee payment becomes due and whose age plus years of practice as a professional engineer equals or exceeds 90 years is eligible for a fee remission.)
- I am enrolled in a post-graduate program.
- I am on maternity/paternity/family leave from: _____ to _____.
- I am unemployed.
- I have a health condition of physical impairment that prevents me from practising professional engineering.
- Long-term
 Temporary

After checking one reason, please sign, date and mail the form to PEO with the applicable reduced fee.

2. I _____ declare that I am not engaged in the practice of professional engineering and agree not to practise professional engineering during the time I am under fee remission. (Please print your name.)

| | |
|----------------|--|
| Signature | |
| Licence number | |
| Date | |

Reduced fees

If you are a:

- Existing P.Eng. requesting remission, pay \$62.15 (includes HST)
- New P.Eng. requesting remission, pay \$282.50 (registration fee) + \$62.15 (includes HST)
- Limited Licence holder requesting remission, pay \$62.15 (includes HST)
- Existing retired members on reduced fees do not need to submit the Remission Declaration Form

Note: The balance of your annual renewal fee plus an administrative fee of \$50 + HST will be charged if you cancel the remission before the next billing cycle.

The completed declaration and cheque payment should be mailed to PEO's Financial Services department using the address below or sent via email to **financialservices@peo.on.ca**. If you are submitting via email, you will be contacted by PEO once your remission request has been reviewed and approved. *Note: The Registrar may request supporting documentation related to your submission.*

Professional Engineers Ontario
c/o PEO Financial Services
40 Sheppard Avenue West, Suite 101
Toronto, ON M2N 6K9