



College of Pharmacists of Manitoba

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2018 APPLICATION FOR PHARMACY LICENCE FOR AN EXISTING COMMUNITY PHARMACY

I (We), _____ (Name of Pharmacy Licence Holder; for example: 123456 Manitoba Ltd.) hereby make application for a Pharmacy Licence to conduct a pharmacy under the provisions of *The Pharmaceutical Act* in the Province of Manitoba **until the 31st day of December, 2018.**

Pharmacy Business Name(s): _____

Pharmacy Address*: _____
(Street and/or Mailing Address) (City) (Province) (Postal Code)

*[] Additional buildings, facilities and/or premises are being used as part of this pharmacy licence and details of the location(s) and description of activities at each location is attached to this application.

Corporation's (9 digit) Business Number: _____

Telephone #1: _____ Telephone #2: _____

Fax Number(s): _____

Primary E-mail Address: _____

*Additional E-Mail Addresses: _____, _____

Primary Website: _____

*Additional Websites: _____, _____

Business Hours of Operation: _____

Lock and Leave: YES or NO If Lock and Leave, list hours: _____

This pharmacy meets the minimum \$5,000,000 commercial general liability insurance requirement under a policy through the following insurance company (and evidence will be provided to the College such as a letter from the insurance broker or the insurer, a copy of the policy declaration page or a copy of the policy itself): _____

Does this pharmacy conduct business or practice pharmacy with the following:

- | | | |
|---|------------------------------|-----------------------------|
| Central Fill | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| *Distance care (international prescription service (IPS)) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Distance care (non-international prescription service) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| External dispensing | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Lock and Leave | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Personal care home (long term care) | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Satellite pharmacy | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Secondary hospital | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Sterile compounding | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Any above noted services, the applicant must provide additional details with this application.

For Office Use Only:
Licence #: _____
Approved By: _____
Date Approved: _____

* Please be advised for those pharmacies that apply for a Distance Care (International Prescription Service (IPS) component of the Pharmacy licence, the 2018 Pharmacy licence will be issued with the condition the pharmacies include the Council approved disclaimer that will advise their clients, and potential clients, the licensing authority in Manitoba has some limitations regarding the enforcement of the public protection provisions of the provincial legislation for clients outside of Canada. The IPS component of the Pharmacy licence is defined as, "A pharmacy that fills prescriptions for patients who have not physically attended the pharmacy to receive their medication due to their residence and citizenship being outside Canada." (An IPS component may not be needed for a pharmacy located near the American border where the patient physically enters into Canada to receive their medical care in Manitoba.)

Pharmacy Manager: (please print) _____

Licensed Pharmacists (please print and include licence number)

Pharmacy Students & Interns

Pharmacy Technicians (qualified and listed by the College)

The above pharmacy will be conducted in accordance with the provisions of *The Pharmaceutical Act*, other legislation and rules related to the practice of pharmacy and the provisions of and regulations made under the *Food and Drugs Act* and *Controlled Drugs and Substances Act of Canada*.

I grant permission for the College of Pharmacists of Manitoba to access drug wholesale records for this pharmacy.

Signature of Pharmacy Manager _____

Signature of CEO or Pharmacy Owner _____

Print Name of CEO or Pharmacy Owner _____

Date of Application _____

Payment Must Accompany Application. All Fees are Non-Refundable GST No. R107660664

o **Cheque:** (Payable to the College of Pharmacists of Manitoba (CPhM))

o **Interac:** (Payment made at the CPhM Office)

o **Visa or MasterCard Number:** ___ ___ / ___ ___ / ___ ___ / ___ ___ **Expiry Date:** ___ / ___

Licence Fee: If licensing between January 1 & June 30:

Pharmacy Licence Fee \$1259.44 + \$62.97 GST = \$1322.41

Pharmacy Licence Fee \$1259.44 + IPS Fee \$7226.69 + GST \$424.30 = \$8910.43

Licence Fee: If licensing between July 1 & December 31:

Pharmacy Licence Fee \$755.67 + \$37.78 GST = \$793.45

Pharmacy Licence Fee \$755.67 + IPS Fee \$4336.01 + GST \$254.58 = \$5346.26

For Pharmacy Changing Ownership:

Fee: \$265.47 + \$13.27 GST = \$278.74

Section 1 – Must be Completed By Corporations

(Partnerships and Sole Proprietorships, please see Section 2 below.)

Renewal Of Pharmacy Licence Holders By A Corporation:

1. **A copy of the last Annual Return for the applicant** and any changes since filing this last annual return with the companies office. (If the pharmacy opened or changed ownership in 2017, please indicate here)
2. If applicable, copies of any amendments to the Articles of Incorporation (or equivalent, if any extra-provincial corporation) for the applicant, since filing the 2017 Application;
3. Where the applicant conducts business under a name **other than** its own name, copies of any Renewal of Business Name, or a search (uncertified) or Certificate of Search (under *The Business Names Registration Act*) for each business name confirming registration/renewal. *(This is only required if the business name was renewed during the previous year, and a copy of the Renewal has not previously been provided.)*
4. If there have been any changes in the legal or beneficial ownership of the applicant from what was shown on the 2017 application, please provide details of such changes on an attached list.

NOTE - Annual returns must comply with s.8 of *The Corporations Act* regulations which requires listing of:

1. The names and addresses of all the directors of the corporation;
2. The names and addresses of the president, secretary, treasurer, and manager of the corporation (for each office which is occupied); and
3. The names and addresses of each shareholder holding 10% or more of the voting shares of the corporation.

Where any person is listed as an owner, or director or legal or beneficial owner of shares of the corporation applying for the licence has an interest in any other pharmacy in Canada, disclosure of the name(s) and address(es) of such pharmacy or pharmacies *

Section 2 – Must be Completed by Partnerships and Sole Proprietorships

Renewal Of Pharmacy Licence Holders By Partnerships and Sole Proprietorships

Where the applicant conducts business under a name **other than** its own name, copies of any Renewal of Business Name, or a search (uncertified) or Certificate of Search (under *The Business Names Registration Act*) for each business name confirming registration/renewal. *(This is only required if the business name was renewed during the previous year, and a copy of the Renewal has not been previously provided.)*

For Partnerships Only. The following item below is to be completed ONLY if there are any changes from the information given on the 2017 Application:

Identify by names and addresses of all partners*** of the partnership*:

**** For Partnerships, if any of the Partners are corporations, all the information above regarding Corporations must also be provided for any such corporate Partners.*

Where any person is listed as an owner, director or legal or beneficial owner of shares of the corporation applying for the licence has an interest in any other pharmacy in Canada, disclosure of the name(s) and address(es) of such pharmacy or pharmacies *

***Please attach documents and lists as necessary.**