

Real Estate Complaint Form

Print and complete this form and submit with any documentation to:

The Manitoba Securities Commission, Real Estate Section – Complaints/Investigations, 500–400 St. Mary Avenue, Winnipeg, Manitoba R3C 4K5 or fax us at (204) 948-4627.

Please Read

Before completing the attached complaint form, please take time to read the enclosed informational brochure which explains the jurisdiction of The Manitoba Securities Commission regarding investigation of complaints.

How You Can Help Us

If you've not been able to resolve the complaint informally as explained in the brochure or you find it necessary to file a complaint, summarize your complaint in a chronological manner using these guidelines:

- Explain **what** happened. Start from the beginning and describe the events as they occurred. Be specific as to what was said and who said it.
- Tell us **who** was present during these conversations, acts or events.
- Tell us **when** and **where** these conversations, acts or events took place.

Documentary evidence is especially important! To expedite handling your complaint, please provide legible photocopies of all documents (including the offer to purchase) relating to your complaint. Identify the documentation that you are providing in item #17 of the complaint form. Maintain your original copies in a safe and secure location.

The complaint form must be signed and dated to validate your complaint.



THE MANITOBA
SECURITIES
COMMISSION

Complaint of Unlawful or Improper Conduct

For MSC Use Only

* Read the Complaint Form Instructions before completing this form

* Type or print clearly

Information About You, The Complainant(s)

1. Full Name(s): _____
2. Primary Phone Number: _____ Cell Phone Number: _____
Fax Number: _____ E-Mail: _____
3. Business Address (*Street, City, Province, Postal Code; Include Apartment or Suite Number if Applicable*):

4. Home Address (*Street, City, Province Postal Code; Include Apartment or Suite Number if Applicable*):

5. Involvement with Complaint (*Buyer, Seller, Etc.*): _____

Information About The Real Estate Agent

6. Name of Real Estate Agent: _____
7. Name of Employing Broker: _____
8. Address of Real Estate Office: _____
9. Agent's Telephone Number: _____ 10. Date Transaction Occurred: _____
11. Address of Property Involved: _____
12. Have you contacted the agent or the agent's employing broker regarding your complaint Yes No

If yes, please complete the following:

Dates of Contact: _____ Persons Contacted: _____

Results: _____

13. Have you filed this complaint with another agency? Yes No

If yes, state which agency, and the results

14. Have you retained an attorney in this matter? Yes No

If yes, give the name, address and telephone number of attorney

15. May we contact your attorney with reference to this matter? Yes No

16. Is this complaint related to any action filed or pending in court? Yes No

If yes, state name of court and case number

17. List the documents you are submitting in support of this complaint

18. In the form of a statement, give full details of the complaint. Be factual. Try to answer the questions who, what, where, when, why and how, related to the events in question. (Attach additional sheets if necessary)

Date

Signature of Claimant