

Office Inspection Procedure

- 1) Applicants requiring an office inspection should contact:

Brad Hvidston,
Secretary Board of Examiners
Box 303
Lemberg, SK.
SOA 2B0
Phone: 306-873-0093

to arrange the inspection well in advance of the expiry date of their Conditional Certificate.

- 2) Brad will contact the inspector in the closest proximity to do the inspection.
- 3) The inspector will contact the applicant to arrange a time for the inspection.
- 4) Board of Examiners will invoice the applicant for the inspection fee & mileage.
- 5) Inspection fee/mileage must be submitted to the Board of Examiners along with the application for the Standard Certificate (in addition to the Standard Certificate application fee).