

PPR Quick Guide: Renewing a Registration

Step 1: Navigate to 'My Registrations' table on the PPR dashboard to select a registration to renew

The screenshot shows the 'My Registrations' table on the PPR dashboard. At the top left, there is a button 'Create New Security Agreement'. To the right, there is a search bar with the text 'Retrieve an existing registration to add to your table:' and a search input field containing 'Registration Number'. Below this is the 'My Registrations (5)' table header with a 'Columns to Show' dropdown. The table has columns: Registration Number, Registration Type, Registration Date, Status, Verification Statement, and Actions. The first row has a filter for 'Number' in the 'Registration Number' column. The table lists five registrations. The 'Actions' column for the second registration (100214B) is open, showing options: Total Discharge, Renew, and Remove From Table. Annotations with arrows point to the search bar, the filter field, and the 'Renew' option.

Registration Number	Registration Type	Registration Date	Status	Verification Statement	Actions
Number	Registration Type	Date	Status		
100378B	Security Agreement - Base Registration	January 5, 2022	Active	PDF	Amend
100214B	Security Agreement - Base Registration View Amendments	November 26, 2021	Active	i	Amend
578779M	Security Agreement - Base Registration View Amendments	November 6, 2020	Discharged	i	Amend
258472M	Security Agreement - Base Registration View Amendments	June 5, 2020	Active	i	Amend
024326M	Security Agreement - Base Registration View Amendments	January 27, 2020	Active	i	Amend

Entering a registration number in field filters for that registration

Retrieve and add an existing registration to the 'My Registrations' table to renew if it is not listed in the "My Registrations" table

Select 'Renew' in the drop-down menu

Step 2: Confirm the correct registration has been selected

The screenshot displays the 'My Registrations (5)' section of the BC Registry Services interface. A modal dialog box titled 'Confirm registration to be renewed' is centered on the screen. The dialog contains the following text: 'To ensure you are performing a Renewal on the correct registration (Base Registration Number: 100214B) please enter the **individual person's last name or full business name** of any **Debtor** associated with this registration.' Below the text is a text input field with the placeholder 'Enter a Debtor (last name of individual person or full business name)'. At the bottom of the dialog are 'Cancel' and 'Continue >' buttons. The background shows a table of registrations with columns: Registration Number, Registration Type, Registration Date, Status, Verification Statement, and Actions. The registration with number 100214B is highlighted, and its 'Amend' button is visible. A search bar at the top right is labeled 'Retrieve an existing registration to add to your table: Registration Number'.

Registration Number	Registration Type	Registration Date	Status	Verification Statement	Actions
Number					
100378B				PDF	Amend
100214B				i	Amend
578779M				i	Re-Register
258472M	Security Agreement - Base Registration	June 5, 2020	Active	i	Amend
024326M	Security Agreement - Base Registration	January 27, 2020	Active	i	Amend

'Confirm registration to be renewed' panel displays upon selecting the registration to be renewed

Entering a debtor associated with the registration confirms that the intended registration has been selected

Step 3: Review the current information on the registration and select renewal length

Base Registration Number 100214B
Security Agreement

Base Registration Date and Time: November 26, 2021 at 10:54:44 am Pacific time
Current Expiry Date and Time: November 26, 2024 at 11:59:59 pm Pacific time

Renewal

This is the current registration information as of **January 12, 2022 at 1:17:34 pm Pacific time**. Review this information to ensure it is correct and select the length of time you would like to renew this registration for.

To view the full history of this registration including descriptions of any previous amendments or court orders, you will need to conduct a separate search.

Renewal Length and Terms

The registration length entered below will be added to any time remaining on your current registration.

Renewal Length

Length in Years
5
Minimum 1 year, Maximum 25 years (\$5.00 per year)

Infinite (\$500.00 non-refundable)

New Expiry November 26, 2029 at 11:59:59 pm Pacific time

Fee Summary

Registration Renewal	\$25.00
5 Years @ \$5.00/year	
Service Fee	\$1.50
Total Fees	CAD \$26.50

[Cancel](#)

[Confirm and Complete >](#)

Information on base registration date and time and current expiry

Fee summary is automatically updated based on registration type and length

Select 'Confirm and Complete' to initiate the renewal.

Note: 'Renewal' page also captures the existing Original Registering Party, Secured Parties and Debtors, which cannot be amended in the renewal process

Renewal length determines the fee charged for renewal.

\$5 per year or \$500 for an infinite registration.

Note: Repairers Lien registration length is fixed at 180 days.

Renewing the length shows a new expiry, which is time added to the time remaining

Step 4: Once the length of renewal and information on the registration is confirmed, the renewal is submitted

Base Registration Number 100214B
Security Agreement

Base Registration Date and Time: November 26, 2021 at 10:54:44 am Pacific time
Current Expiry Date and Time: November 26, 2024 at 11:59:59 pm Pacific time

Renewal

Confirm and complete any additional information before submitting this registration Renewal.

Registering Party for this Renewal

Name	Address	Email Address	Registering Party Code
MNO SERVICES LTD.	1175 DOUGLAS ST VICTORIA BC V8W 2E1 Canada		

Renewal Length and Terms

Renewal Length	5 Years
New Expiry	November 26, 2029 at 11:59:59 pm Pacific time

Fee Summary

Registration Renewal 5 Years @ \$5.00/year	\$25.00
Service Fee	\$1.50
Total Fees	CAD \$26.50

[< Back](#) [Cancel](#)

[Submit Renewal >](#)

New registration expiry date is captured

Go back a step by selecting 'Back'

Folio or a reference number can be entered to track the renewal and it is not used by BC Registries

Submit renewal

Check-box to confirm submitting person is authorized to submit registration

1. Folio or Reference Number

Add an optional number for this transaction for your own tracking purposes. This information is not used by the Personal Property Registry.

Folio Number

2. Authorization

The following account information will be recorded by BC Registries upon registration and payment. This information is used to confirm you have the authority to submit this registration and will not appear on the verification statement.

Name	Account Name	Address	Email Address
SUSAN LYN BYRNE	Amitis Partovi TEST	200-940 Blanshard St Victoria BC V8W 3E6 Canada	

Confirm Authorization I, **SUSAN LYN BYRNE**, have relevant knowledge of, and am authorized to submit, this registration.
Date: January 12, 2022

Step 5: View the renewed registration in the 'My Registrations' table on the PPR dashboard and access the verification statement

Click 'Show/Hide Amendments' to view any amendments, renewals, or discharges related to a base registration; amendments are located below the base registration and together are marked by a blue background

My Registrations (5)						Columns to Show
Registration Number	Registration Type	Registration Date ↓	Status	Verification Statement	Actions	
Number	Registration Type	Date	Status			
100378B	Security Agreement - Base Registration	January 5, 2022	Active	PDF	Amend	
100214B	Security Agreement - Base Registration	November 26, 2021	Active	Info	Amend	
100419B Base Registration: 100214B	Renewal	January 12, 2022		PDF	Total Discharge Renew Remove From Table	
100398B Base Registration: 100214B	Amendment	January 10, 2022		PDF		
578779M	Security Agreement - Base Registration	November 6, 2020	Discharged	Info	Re-Register	
258472M	Security Agreement - Base	June 5, 2020	Active	Info		

Actions can only be performed to the Base Registration row

Select PDF to access the Verification Statement

Information bubble: Verification Statements (PDF) are only available to Secured Parties or the Registering Party of this filing. To view the details of this registration, you must conduct a search

Sample PDF of a Registration Renewal Verification Statement

 **PPSA SECURITY AGREEMENT**
PERSONAL PROPERTY SECURITY ACT

Base Registration Number: 100214B RENEWED

Base Registration Date and Time: November 26, 2021 at 10:54:44 am Pacific time
Renewal Date and Time: January 12, 2022 at 2:33:32 pm Pacific time
Current Expiry Date and Time: November 26, 2029 at 11:59:59 pm Pacific time
Trust Indenture: No

CURRENT REGISTRATION INFORMATION
(as of January 12, 2022 at 2:33:32 pm Pacific time)

Secured Party Information

ROYAL BANK OF CANADA **Address**
535 FIRST AVENUE
LADYSMITH BC
V0R2E0 Canada

Debtor Information

PARKER, PETER **Address** **Birthdate**
8 5TH AVE August 10, 2002
NEW YORK NY
10011-8856 United States of
America

Vehicle Collateral

Type	Year	Make/Model	Serial/VIN/DOT Number
Motor Vehicle (MV)	2010	Harley Davidson / X11200	5HD1CT3157K417590
Motor Vehicle (MV)	1975	Honda / Civic	12345

 TEST DATA | Base Registration #100214B | Page 1 of 3

 **PPSA SECURITY AGREEMENT**
PERSONAL PROPERTY SECURITY ACT

Base Registration Number: 100214B RENEWED

General Collateral

Base Registration General Collateral:
All Inventory, Chattel Paper, Accounts, Equipment and General Intangibles In addition, the word "Collateral" also includes all the following, whether now owned or hereafter acquired, whether now existing or hereafter arising, and wherever located: (A) All accessions, attachments, accessories, tools, parts, supplies, replacements of and additions to any of the collateral described herein, whether added now or later. (B) All products and produce of any of the property described in this Collateral section. (C) All accounts, general intangibles, instruments, rents, monies, payments, and all other rights, arising out of a sale, lease, consignment or other disposition of any of the property described in this Collateral section. (D) All proceeds (including insurance proceeds) from the sale, destruction, loss, or other disposition of any of the property described in this Collateral section, and sums due from a third party who has damaged or destroyed the Collateral or from that party's insurer, whether due to judgment, settlement or other process. (E) All records and data relating to any of the property described in this Collateral section, whether in the form of a writing, photograph, microfilm, microfiche, or electronic media, together with all of Grantor's right, title, and interest in and to all computer software required to utilize, create, maintain, and process any such records or data on electronic media.

Original Registering Party

MNO SERVICES LTD. **Address**
1175 DOUGLAS ST
VICTORIA BC
V8W 2E1 Canada

HISTORY
(Showing most recent first)

RENEWAL

Registration Date and Time: January 12, 2022 at 2:33:32 pm Pacific time
Registration Number: 100419B
Registration Life: 5 Years
New Expiration Date and Time: November 26, 2029 at 11:59:59 pm Pacific time

 TEST DATA | Base Registration #100214B | Page 2 of 3

 **PPSA SECURITY AGREEMENT**
PERSONAL PROPERTY SECURITY ACT

Base Registration Number: 100214B RENEWED

Registering Party Information

MNO SERVICES LTD. **Address**
1175 DOUGLAS ST
VICTORIA BC
V8W 2E1 Canada

AMENDMENT

Registration Date and Time: January 10, 2022 at 11:27:56 am Pacific time
Registration Number: 100398B

Vehicle Collateral

Type	Year	Make/Model	Serial/VIN/DOT Number
Motor Vehicle (MV) <small>AMENDED</small>	2010	Harley Davidson / X11200	5HD1CT3157K417590
Motor Vehicle (MV) <small>ADDED</small>	1975	Honda / Civic	12345

Only registration information that has been changed is displayed for this amendment. View the Current Registration Information at the beginning of this report for complete registration details.

Registering Party Information

MNO SERVICES LTD. **Address**
1175 DOUGLAS ST
VICTORIA BC
V8W 2E1 Canada

 TEST DATA | Base Registration #100214B | Page 3 of 3

Renewal is captured in the Verification Statement