**The broker has left an agency which has ceased its activities**

**to act for another agency or on his own account**

**[Date]**

**Mr. (Mrs.) [Name]**

**Mr. (Mrs.) [Name of spouse concurring in the brokerage contract, if applicable]**

Address

City (Québec)

Postal code

**Subject: Brokerage contract No. [brokerage contract number]**

Dear Client,

Please note that as of **[date], [name of agency 1]** has ceased its activities and that I am now carrying on my activities **[on behalf of (name of agency 2)** or **on my own account].**

In accordance with the section entitled: “CHANGE AFFECTING THE AGENCY OR THE BROKER BOUND BY A BROKERAGE CONTRACT” of the OACIQ brokerage contract which you signed with **[name of agency 1]**,and if you do not notify us otherwise **[as soon as possible** OR **within the next (number of days)]**, the contract will continue with **[name of agency 2** or **me]** under the same terms and conditions as those outlined in the contract binding you to **[name of agency 1]**.

**[salutation]**

**[signature]**