

# High Cost Credit Business Report Form

Consumer Protection and Business Practices Act



## Instructions

1. Annually High-Cost Credit Businesses are required to provide the information requested in this form to reflect the activity of the business for the calendar year. (January 1 to December 31).
2. The information in each category must be specific to Newfoundland and Labrador (NL) and include every high-cost or payday loan issued to a resident of NL.
3. The form is due on or before February 28 annually.
4. Email the form to: [consumeraffairsaccount@gov.nl.ca](mailto:consumeraffairsaccount@gov.nl.ca).
5. The data reported must include all of the high-cost credit activities from all locations operating under one license number.
6. Failure to provide data may result in suspension, or revocation or non-renewal of the businesses high-cost credit license.
7. The person signing this report must have responsibility and accountability for the collection and accuracy of information contained therein.

## Licensee Information

Legal Name:

Trade Name/DBA:

License Number:

Number of Locations:

## Report for Year January 1 to December 31, \_\_\_\_\_

- |   |  |
|---|--|
| 1. Number of High-Cost Loans issued in NL - Total number of all high-cost credit agreements entered into in NL by the lender during the reporting period.   |  |
| 2. Total Value of Fixed Credit Agreements in NL - Sum of the principal of all high-cost fixed credit agreement entered into in NL by the lender during the reporting period. Does not include fees or interest  |  |
| 3. Average Fixed Credit Term Length in NL - The average of the term length of all high-cost fixed credit agreements entered into in NL by the lender during the reporting period.   |  |
| 4. Total Value of Open Credit extended in NL - Sum of the credit limit extended on all open credit agreements active in NL.   |  |
| 5. Total Cost of Credit Charged in NL - The total cost of credit of all high-cost credit agreements entered into in NL by the lender during the reporting period, as determined by provincial credit disclosure requirements, not including the principal. This number should be the total cost of credit for every high-cost credit product regardless of term, at the time that the loan is entered into. |  |
| 6. Number of Loans Written Off in NL - The number of defaulted high-cost credit agreements written off in NL by the lender during the reporting period.   |  |
| 7. Total Value of Loans Written Off in NL - The value of the defaulted high-cost credit agreements (principal minus any payments) written off in NL by the lender during the reporting period.  |  |

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8. Dishonoured Payment Fees in NL – The sum of dishonoured payment fees collected by the lender on defaulted high-cost credit agreements during the reporting period.	
9. Number of individual borrowers in NL – The number of borrowers who have entered into a high-cost credit agreement with the lender over the reporting period. Each individual should only be counted once, regardless of the number of high-cost credit agreements applied for or issued.	
10. Number of repeat borrowing – The number of high-cost credit agreements entered into with an individual who had previously received a high-cost credit agreement from the lender during the reporting period.	
11. Number of optional services or products sold in NL – the total number of optional services or products included in high-cost credit agreements entered into during the reporting period.	
12. Total number of employees by employment type:	
Full-time	
Part-time	
Total	

## Applicant Declaration

I declare that I am responsible and accountable for the accuracy of information contained in this form. I am authorized by the licensee to compile and report the information contained in this form on behalf of the licensee, and the information provided is a summary of all high cost credit products offered, arranged, or provided within the province of Newfoundland and Labrador, pursuant to the **Consumer Protection and Business Practices Act** and I further declare that:

- (i) the information provided in this report is complete and true to the best of my knowledge and belief; and
- (ii) I give permission to the Consumer Affairs Division to verify all information provided in this report.

Signature:	Print Name:
Date:	Position/Title:

## Access to Information and Protection of Privacy

Digital Government and Service NL collects personal information relating to payday loan businesses under the authority of the **Consumer Protection and Business Practices Act**. Personal information collected by the Government of Newfoundland and Labrador is protected under Section 40(1) of the **Access to Information and Protection of Privacy Act, 2015**. If you have any questions about the collection or use of this information, please contact the Consumer and Financial Services Affairs Division at telephone: 709-729-2600; toll free in Newfoundland and Labrador: 1-877-968-2600 or by email at [consumeraffairs@gov.nl.ca](mailto:consumeraffairs@gov.nl.ca).