



2022 Annual Fees Information Sheet

- You must do **one** of the following by **December 31, 2021 at 3:00 p.m. (CST)**.
 - Pay your 2022 fees to renew your licence and membership,
 - Apply for a life membership,
 - Apply and pay for a licence waiver, or
 - Notify APEGGS of your resignation.
- If you do not do one of the above by **January 31, 2022 at 5:00 p.m. (CST)**, your licence and membership will cease and an additional fee of 15% will apply to reinstate with APEGGS. (See APEGGS' website under Apply, Reinstatement for details.)
- APEGGS is not responsible for website service interruptions or delays in mail, email, or courier service, so you are encouraged to act as soon as possible.

Payment options for licence and membership:

1. **Your online profile at APEGGS Central**
Available 24 hours a day! **To login, see instructions enclosed.**
2. **Cheque or money order** payable to "APEGGS" and mailed to the APEGGS office. Cheques dated no later than January 31, 2022 are accepted.
3. **In person** is not available at this time as the APEGGS office remains closed to the public because of the COVID-19 situation.

Life Membership

- If you are eligible for life membership or will become eligible in the upcoming year, you may apply using the **Life Member application** (provided with your fees notice and on APEGGS website under Members, Honours & Awards).
- You are **eligible** to apply for a life membership if you are a licensed member who is 65 years of age or more and you are retired from the practice of professional engineering or professional geoscience.
- As a life member, you do not pay the annual membership or licence fee. If you subsequently wish to resume practice, simply call the APEGGS office and pay the pro-rated membership and licence fees plus GST for the remainder of the calendar year.
- If you retire before age 65 and you choose to resign your membership, you can still become a life member in the year you turn 65. See the APEGGS website under Members, Honours & Awards.

You **cannot** pay online if:

- a. Your employer does not pay GST and they are paying your fees for you (for example, Government of Saskatchewan, Saskatchewan Watershed Authority, etc).
- b. You have a credit on your account.
- c. You are making a partial payment (only payment of the full amount is permitted).
- d. There are other issues flagged on your record that will prevent you from paying online. A notice will pop up in APEGGS Central if that is the case. Contact the APEGGS office for information if necessary.

Check that your address at the top of your fees notice is current prior to applying for life membership.

see over...

**Thinking about resigning until your next engineering or geoscience project?
Get a licence waiver instead!**

APEGS waives the licence fee and you retain membership for only \$85 (plus GST).

- You won't need to pay the application fee of up to \$300 when you want to reinstate your licence.
- All it takes is a phone call to reinstate your licence.
- You retain coverage under the National Secondary Professional Liability Insurance Program.
- You continue your connection to APEGS, so you can still receive email notices and *The Professional Edge*.
- You receive a fees notice next year, which reminds you to reinstate your licence for upcoming projects.

Licence Waiver – MUST BE APPLIED FOR EACH YEAR

If you are eligible for a licence waiver, you must apply using the Licence Waiver Application (provided with your fees notice and on APEGS website under Members, Annual Fees & Licence Waiver).

You are **eligible** to apply for a licence waiver if you:

1. Are pursuing full-time studies at an educational institution.
2. Are on maternity/paternity/parental leave.
3. Are not working for an extended period of time while raising a family or providing elder care.
4. Are retired and not eligible for Life Membership.
5. Are on disability leave.
6. Reside in Saskatchewan, **and** you are unemployed (i.e. not working at any job whatsoever).
7. Do not reside in Saskatchewan, **and** you are not practicing engineering or geoscience on projects or properties located in Saskatchewan.

If you are granted a licence waiver and sometime later during the year you **return to work** or obtain engineering or geoscience work on projects or properties located in Saskatchewan, then you must advise APEGS and pay a prorated licence fee.

You are **not** eligible for a licence waiver if you:

1. Reside in Saskatchewan **and** are employed at any job, including non-engineering and non-geoscience jobs,
2. Are an Official Representative for a Certificate of Authorization (C of A) and there are no other Official Representatives for the C of A that are licensed in Saskatchewan, or
3. Are a Temporary Licensee.

Payment options for licence waiver:

1. Pay online **after APEGS notifies you by email that your waiver application has been received.**
2. Provide your credit card number on the application or indicate that APEGS should call you for your card number and then send the application by mail, fax, or email to apegs@apegs.ca.
3. Mail a cheque or money order payable to "APEGS" with the application.

Resignation

Notice of resignation must be made in writing by completing and sending the Resignation form (provided with your fees notice and on APEGS website under Members, Resignation):

1. Emailing APEGS at apegs@apegs.ca or
2. Mailing or faxing a letter to APEGS.

If you are resigning...

- Check that your address at the top of your fees notice is current prior to resigning
- Note that coverage under the National Secondary Professional Liability Insurance Program through APEGS is NOT valid when you resign.

You must apply and pay for a licence waiver or provide a notice of resignation by December 31, 2021 at 3:00 p.m. (CST). If you do not do either by January 31, 2022 at 5:00 p.m. (CST), your licence and membership will cease and an additional fee of 15% will apply to reinstate with APEGS.