|  |  |
| --- | --- |
|  | **BA USA SET-UP FORM**  Physical Address: 6534 Airport Road Fort St. John, B.C. V1J 4M6 Mailing Address: Bag 2, Fort St. John, B.C.  V1J 2B0 Phone: (250) 794-5200  [assetmanagement@bc-er.ca](mailto:assetmanagement@bc-er.ca) |

**ALL ITEMS MARKED WITH AN ASTERIKS (\*) ARE MANDATORY**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **GENERAL INFORMATION** | | | | | | **A** |
| BA Legal Name (or Individual Name)\*: | | | | | | |
| Address\*: | | | | | | |
| City, Province, Postal Code, Country\*: | | | | | | |
| Telephone Country Code\*: | Number\*: | | Extension: | | Email\*: | |
| **BA USER SECURITY ADMINISTRATOR DATA** | | | | | | **A** |
| **Primary User Security Administrator Data:** | | | | | | |
| Last Name\*: | | First Name\*: | | Middle Name: | | |
| Telephone Country Code\*: | Number\*: | | Extension | | | |
| Fax Country Code\*: | Number\*: | | Extension | | | |
| Email\*: | | | | | | |
| Address\*: | | | | | | |
| City, Province, Postal Code, Country\*: | | | | | | |
| **Back-Up User Security Administrator Data (optional):** | | | | | | |
| Last Name\*: | | First Name\*: | | Middle Name: | | |
| Telephone Country Code\*: | Number\*: | | Extension | | | |
| Fax Country Code: | Number: | | Extension | | | |
| Email\*: | | | | | | |
| Address\*: | | | | | | |
| City, Province, Postal Code, Country\*: | | | | | | |
| **ALTERNATE ADDRESSES** | | | | | | **B** |
| *If the Business Associate is also a* ***Permit Holder*** *with the BC Oil & Gas Commission the following four addresses are mandatory.* | | | | | | |
| **OGC Company Administrator:** | | | | | | |
| Last Name\*: | | First Name\*: | | Middle Name: | | |
| Address\*: | | | | | | |
| City, Province, Postal Code, Country\*: | | | | | | |
| Telephone Country Code\*: | Number\*: | | Extension | | | |
| Email\*: | | | | | | |
| **OGC ePay Financial Administrator:** | | | | | | |
| Last Name\*: | | First Name\*: | | Middle Name: | | |
| Address\*: | | | | | | |
| City, Province, Postal Code, Country\*: | | | | | | |
| Telephone Country Code\*: | Number\*: | | Extension | | | |
| Email\*: | | | | | | |
| **OGC General Finance Email:** | | | | | | |
| Last Name\*: | | First Name\*: | | Middle Name: | | |
| Address\*: | | | | | | |
| City, Province, Postal Code, Country\*: | | | | | | |
| Telephone Country Code\*: | Number\*: | | Extension | | | |
| Email\*: | | | | | | |
| **OGC Transfer Administrator:** | | | | | | |
| Last Name\*: | | First Name\*: | | Middle Name: | | |
| Address\*: | | | | | | |
| City, Province, Postal Code, Country\*: | | | | | | |
| Telephone Country Code\*: | Number\*: | | Extension | | | |
| Email\*: | | | | | | |