Appendix 3 – Amendment Template

[NTD: INSERT TITLE OF AGREEMENT] - AMENDMENT AGREEMENT NUMBER **[NTD: INSERT AMENDMENT NUMBER]**

BETWEEN

British Columbia Assessment Authority
a crown corporation having an office at:
400 – 3450 Uptown Blvd., Victoria, BC, V8Z 0B9

("**BCA**")

AND

[NTD: INSERT LICENSEE FULL NAME AND ADDRESS FROM DETAILS ON PAGE 1 OF THE AGREEMENT]

(the "**Licensee**")

BACKGROUND

A.   The parties entered into a [NTD: INSERT TITLE OF AGREEMENT] with an Effective Date of [NTD: INSERT FROM DETAILS ON PAGE 1 OF THE AGREEMENT], a copy of which is attached as Schedule A (the "**Agreement**").

B.   [NTD: INSERT DESCRIPTION OF AMENDMENT. FOR EXAMPLE: "The Licensee has requested additional Data (the "**Additional Data**")" OR "The Licensee wishes to renew / revise the Term of the Agreement"].

C.   The parties have agreed to amend the Agreement as set out below (the "**Amendment Agreement**").

AGREEMENT

The parties agree as follows:

1.   This Amendment Agreement is made effective [INSERT DATE] ("**Amendment Agreement Effective Date**").

2.   All capitalized terms used in this Amendment Agreement and not otherwise defined will have the meaning given to them in the Agreement unless otherwise specifically provided for herein.

3.   SAMPLE TEXT: The Term specified in the Details on page 1 of the Agreement is amended to "[INSERT]" years.

4.   SAMPLE TEXT: The Fee specified in the Details on page 1 of the Agreement is amended to read: "$[INSERT]" payable annually in accordance with the payment terms in the Agreement/ INSERT ONE TIME FEES FOR STUB PERIOD.

5.   SAMPLE TEXT: [Schedule A – Data is deleted in its entirety and replaced with the Schedule A – Data set out in Appendix 2] **OR** [The Data described in Schedule A to the Agreement is amended to [INSERT: ADD/ DELETE] the following:

(a)   In Part 1: Description of Data:

(i)   Data Type: [INSERT].
(ii)   File Format and Frequency: [INSERT].

	(iii)	Area: [INSERT].
	(iv)	Property Type: [INSERT].

    (b)   Part 2: Reporting Requirements:

	(i)	Frequency: [INSERT].
	(ii)	Report Name: [INSERT].

    (c)   In Exhibit A to Schedule A: Data Elements:

	(i)	[INSERT].
	(ii)	[INSERT].

6.   SAMPLE TEXT: Schedule [B/C] – Special Terms to the Agreement is amended as follows:

    (a)   [INSERT].

    (b)   [INSERT].

7.   As of the Amendment Agreement Effective Date, the Agreement is hereby amended as set out above. In all other respects, the Agreement is confirmed and remains in full force and effect.

By signing below, the Licensee agrees to be bound by this Amendment Agreement as of the Amendment Agreement Effective Date. This Amendment Agreement will not bind the parties until executed by both parties, but will be retroactive to the this Amendment Agreement Effective Date if executed after the this Amendment Agreement Effective Date.

LICENSEE		**BRITISH COLUMBIA ASSESSMENT AUTHORITY**	
Per:	_____	Per:	_____
	Authorized Signatory		*Authorized Signatory*
Name:	_____	Name:	_____
Title:	_____	Title:	_____
Date	_____	Date	_____

Schedule A