

Service aux entreprises (IRP)
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REGISTRATION IN BRIEF DISTANCE REPORTING

2023-2024 RENEWAL
SEPTEMBER 2022



Quick and easy renewal of your IRP registration

Why complete a distance reporting form?

The distance reported is used to determine the amount payable to register your vehicles operating outside Québec for the period from **April 1, 2023** to **March 31, 2024**.

The registration fees for each jurisdiction are determined using a prorated calculation method, which establishes the kilometres travelled by a fleet's vehicles in a given jurisdiction as a percentage of the total kilometres travelled in all jurisdictions by these same vehicles.

How do you complete the distance reporting form?

If your fleet operated from **July 1, 2021** to **June 30, 2022**, report actual kilometres travelled by every vehicle in each jurisdiction during that period.

IMPORTANT

There are several ways to file your distance reporting form:

From **September 12 to December 9, 2022**, you can use our **online services for businesses** in French only—refer to the French SAAQ website (click on the “Services en ligne pour les entreprises” button under the “Services en ligne” menu).

- Send us a duly completed and signed copy of the *Déclaration des distances – Immatriculation IRP* form (in French only):
 - by fax or by mail at the number or address indicated above;
 - by email at sae@saaq.gouv.qc.ca. To send it by email, you may use the **Déclaration des distances – Immatriculation IRP** dynamic form (in French only—you can find the form on the French SAAQ website, “Immatriculation” section, under “Régime d’immatriculation international”).

When must the distance reporting form be submitted?

Make sure you submit your duly completed distance reporting form before **November 18, 2022**.

For more information, refer to the **Guide sur l’immatriculation IRP** (in French only—you can find the guide on the French SAAQ website, “Immatriculation” section, under “Régime d’immatriculation international”).

NOTE

In the case of vehicles for which you do not wish to obtain an IRP registration for the period from **April 1, 2023** to **March 31, 2024**, you must go to one of our service outlets as of **April 1, 2023** in order to have them registered according to their new use.

Original text in French

Société de l'assurance
automobile

Québec

Avec vous,
au cœur de votre sécurité

