

A vertical column of various colorful abstract shapes, including circles, ovals, and irregular blobs in shades of red, yellow, green, and blue, positioned along the left edge of the document.

The College of Medical Laboratory Technologists of
Alberta

How to Renew Your CMLTA Registration

2027 Renewal Season

If you have any additional questions, don't
hesitate to get in touch with the Continuing
Competence Department

Natasha Kasongo
natasha@cmlta.org



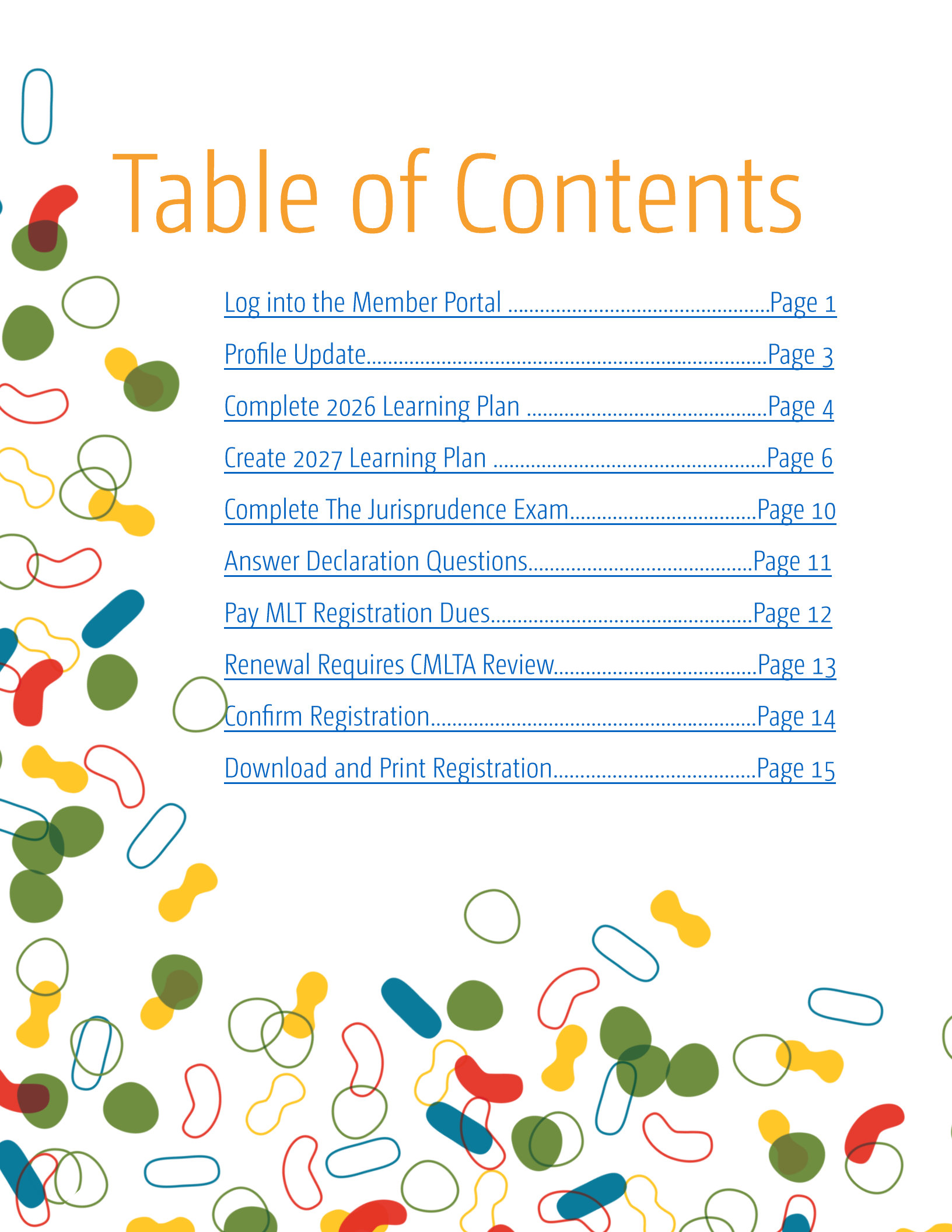
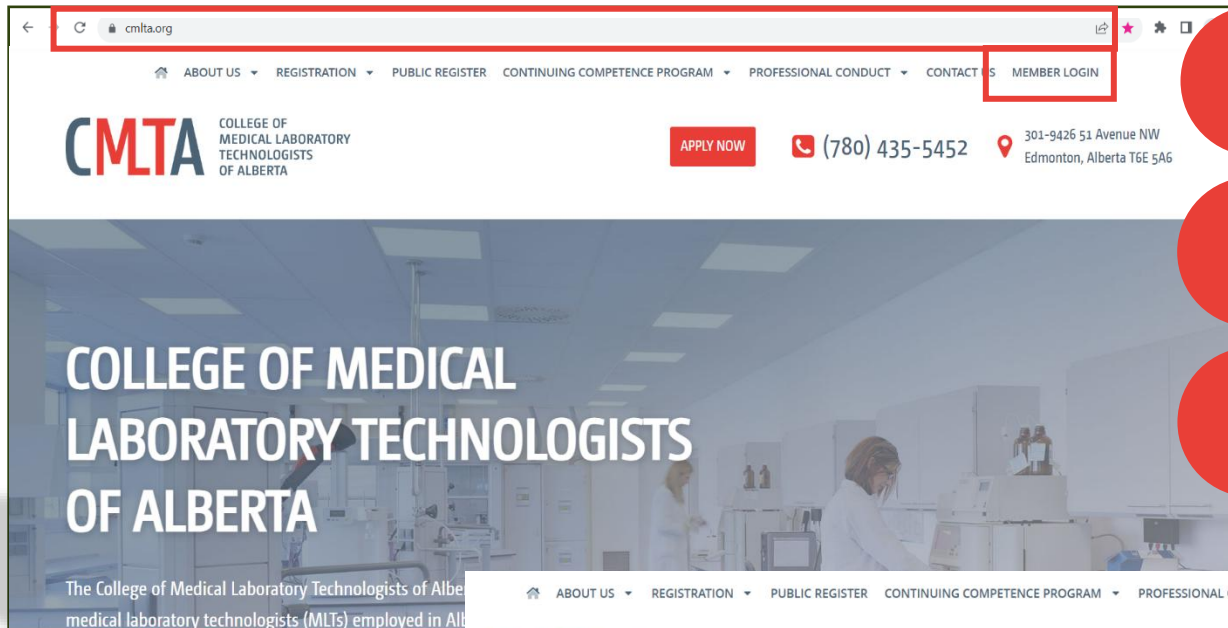


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Log into the Member Portal



1

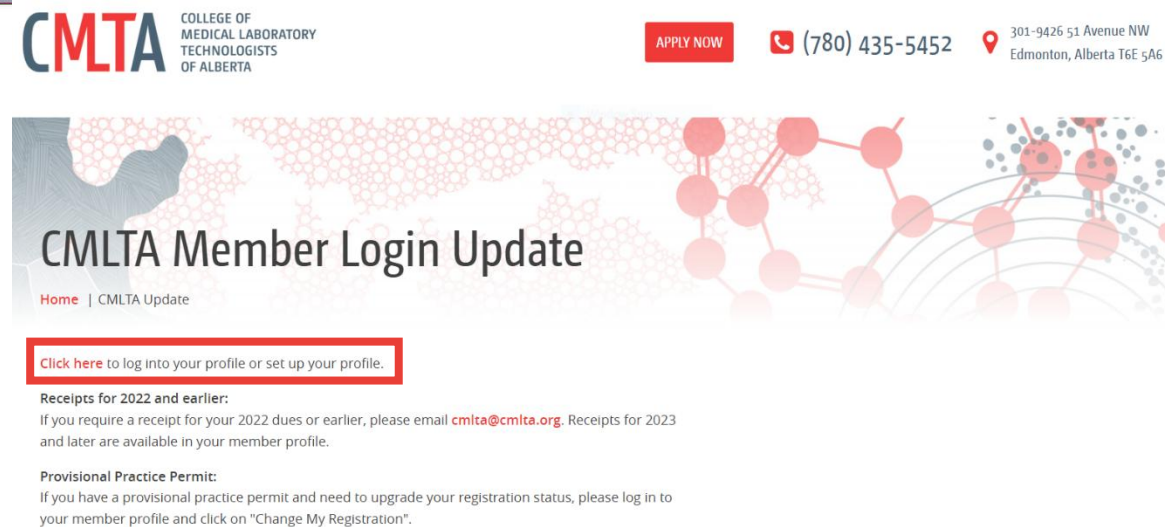
Visit the CMLTA Website
<https://www.cmlta.org/>

2

Click the **Member Login**
on CMLTA homepage

3

Click on **Click Here** to log
into your Profile



CMLTA College of Medical Laboratory Technologists of Alberta

Login

cmltatesting@cmlta.org

Login

Don't have an account? Please sign up
or
Forgot your password?
Other login issues? Call 1-800-265-9351

We just want to make sure it's you

We have sent the code to your email address on file, if you don't receive it shortly please check your junk folders as well. Once you have the code enter it exactly as shown in the email to authorize this browser.

Enter the code sent to you

Validate

Send new code

Other issues? Call 1-800-265-9351

4

Enter Username and Password then click **Login**

Note: If you forget your password, you can reset your password by clicking **Forgot your password?**

5

Two-Step Authentication: A code will be sent to your email, type the code and click **Validate**

6

Congratulations! You have successfully logged into the Member Portal

Download registration

My profile

My learning

My documents

My groups

Back to main site

Powered by Alinity

Complete My Renewal For 2027

Active

If you require registration for next year, you must complete your renewal before December 31.

Renew

Change My Registration

Cancelled

If you would like to cancel your registration for any reason (e.g., retirement, parental leave, etc.), please click the 'Change' button to submit a Notice of Non-Practice.

Change

My forms

Letter of Standing

If you are moving to another province that requires MLT registration, you will be required to submit a letter of standing from the CMLTA. Please complete this form along with a \$50 payment to have a letter issued to the applicable regulatory college.

Fill in

Volunteer Resource Application

If you are interested in volunteering with the CMLTA, please submit this form.

Fill in

My Invoices

Include paid

Date	Total	Due
0 invoice(s)		

My Exams

Exam	Date	Status
Jurisprudence Exam	15-Apr-2026	Passed

Active Permit

Active

General

Registrant #	Effective	Expires

Profile Update

1

Click the **Renew** button on the Member Portal Home Screen

2

Update your Profile Information

- Last Name change
- Address change
- Phone/email contact information
- MLT education
- Employment information
- Practice hours

The screenshot shows the Member Portal Home Screen. On the left sidebar, the 'My profile' link is highlighted with a red box. In the main content area, under the 'Complete My Renewal For 2027' section, the 'Renew' button is highlighted with a red box. Other sections visible include 'My Invoices', 'My Exams', 'Change My Registration', 'My forms', and 'Active Permit'.

3

Scroll to the bottom of the screen and click:

Next: to continue to Step 2
or

Save for Later: to pause the renewal process
or

Withdraw: to cancel renewal

The screenshot shows the 'Profile update (v6)' form for Jane Smith (1234567). The progress bar at the top indicates four steps: 1. Profile Update (highlighted with a red box), 2. 2025/2026 - Learning Plan, 3. 2026/2027 - Learning Plan (v5), and 4. 2027 - Renewal. The 'PERSONAL' section contains fields for Registration # (1234567), Gender (Male), Birth date (08/31/1990), Age (33), Current Name (Jane Smith), and Suffix (-). At the bottom, the 'Next', 'Save for later', and 'Withdraw' buttons are highlighted with a red box.

Complete 2026 Learning Plan

Home | My continuing education | Smith, Jane (1234567) | 2025/2026

Download registration

My profile

My learning

My documents

My groups

Back to main site

Powered by Alinity

Profile Update | **2025/2026 - Learning Plan** | 2026/2027 - Learning Plan (v5) | 2027 - Renewal

Continuing Education Portfolio (CEP)

Name: Smith, Jane
Registration number: 1234567
Continuing competence program cycle: 2025-09-15 - 2026-12-31

The CMLTA Standards of Practice sets out the specific requirements of the CMLTA CCP that a Regulated Member must complete on an annual basis, which include:

1. Self-Assessment
2. Learning Plan
3. Activity Log

The CCP evolves from time to time in response to regulatory, legal, and ethical expectations. The current version of the CCP may be [viewed or downloaded here](#) or on the CMLTA website, or a copy may be requested from the CMLTA office.

Self-Assessment

The self-assessment is broken up into two parts. This enables full reflection within the MLTs' current/future professional practice and the standard set out by the CMLTA that represents the minimum level of performance expected of Regulated Members within the CMLTA Standards of Practice. The MLT must answer the reflective questions and select one of the standards of practice they wish to focus on for this.

1 Review your current Learning Plan

This is the goal that you selected when you registered for 2026.

NOTE: The Learning Plan cannot be changed

Learning Plan

* Select one Standard of Practice your wish to create a learning plan for.

- ☐ Code of Ethics
- ☐ Communication and Collaboration
- ☐ Confidentiality and Record Maintenance
- ☐ Consent
- ☐ Culturally Safe Practice
- ☐ Legislative Responsibility
- ☐ Professional Accountability
- ☒ Professional Knowledge
- ☐ Safety and Quality

By the end of 2026, I will advance my current knowledge, skill, attitude, and judgments related to:

MLTs must:

1. Apply the knowledge of medical laboratory science theories, techniques, and clinical application to their practice.
2. Maintain and evolve their knowledge and skills according to evidence-based practices, emerging technologies, and techniques.
3. Apply critical thinking to evaluate and analyze information in their professional practice.
4. Adhere to evidence-based practice and industry standards.
5. Troubleshoot processes and equipment, document errors or problems, and initiate corrective action in a timely manner.
6. Be competent in the operation and maintenance of equipment and systems used in their practice.
7. Recognize the impact of accurate medical laboratory services on the diagnosis, treatment, and care of patients.

* Please provide a reason why you want to learn about this Standard of Practice.

Activity 1 (Meeting My Learning Goal)

* What activity did you do to complete this Learning Goal?

- ☐ Attended a professional event
- ☐ Attended workplace event/in-service
- ☐ Completed Formal Course
- ☐ Develop/Revise Subject Matter
- ☐ Observe/consult with peer/expert
- ☐ Other (must specify)
- ☐ Participated in committee/focus group
- ☐ Performed and/or reviewed external/internal proficiency samples
- ☐ Reviewed subject matter relevant to professional practice
- ☐ Share Knowledge/Expertise as Presenter/Lecturer
- ☐ Shared knowledge/Expertise as a trainer/mentor/preceptor
- ☐ Troubleshoot Equipment/Instrumentation/Process

* Please provide the date(s) you completed this Learning Goal

yyyy-mm-dd

[Add](#) Click here to add additional dates

* What was the topic of the learning Activity?

2

Complete the Learning Activities and Professional Development Update

Fill in the activity information for your Learning Goal.
(All Learning Activities must be different)

Review the [Documentation Guidelines for Learning Activities](#) to determine the required additional activity information.

Additional activities can be added under the Additional Activities Update Section (Optional)

3

Scroll to the bottom of the screen and click:

Next: to continue to Step 3
or

Save for Later: to pause renewal process

* Identify at least **ONE** application of the Learning to your professional practice.
(minimum 50, max 500 characters)

Optional upload supporting documents

[Add](#)

Additional Activity Update

If you wish to report more activities completed in the CCP Cycle, add them here.

Note: a maximum of three additional activities will be accepted

[Add](#) Click here to add additional activities

[Next](#)

[Save for later](#)

Create a 2027 Learning Plan

Self-Assessment

Hi Jane

The self-assessment is broken up into two parts. This enables full reflection within the MLTs' current/future professional practice and the standard set out by the CMLTA that represents the minimum level of performance expected of Regulated Members within the CMLTA Standards of Practice. The MLT must answer the reflective questions and select one of the standards of practice they wish to focus on for this.

Answer these fill-in-the-black questions regarding your current employment or, if not yet in the profession, base it on position you want to be a part of.

* What is your current/future professional job title?

* Describe your professional role.

(minimum 50 characters)

* Describe your practice setting(s). Eg. laboratory, classroom, research facility, etc.)

* Describe your intended service user and their needs.

NOTE: 'service user' refers to any individual who uses the MLT's services, including patients, clients, students, employees, or any other group.

(minimum 50, max 500 characters)

* Describe the trends (short and long term), challenges, changes, and/or risks in your practice role/setting/service users that will impact your practice, your competence, and/or learning needs now or in the future.

(minimum 50, max 500 characters)

* Based on my service users, the trends, the challenges, my expertise and interests, what knowledge and skills do I need to stay current in my practice?

(minimum 50, max 500 characters)

1

Complete the Self-Assessment of Practice

Note: Some of these questions have a minimum and maximum number of characters, so you must provide enough information for the CMLTA staff to understand during an audit.

2

Go through the Standards of Practice and the Code of Ethics and select ONE to focus on for the next year.

* Select one Standard of Practice you wish to create a learning plan for.

- ☐ Code of Ethics
- ☒ Communication and Collaboration
- ☐ Confidentiality and Record Maintenance
- ☐ Consent
- ☐ Legislative Responsibility
- ☐ Professional Accountability
- ☐ Professional Knowledge
- ☐ Safety and Quality

By the end of 2027, I will advance my current knowledge, skill, attitude, and judgments related to:

MLTs must:

- 1. Accurately communicate the outcomes of medical laboratory services and document them in the health record in a timely manner.*
- 2. Communicate and collaborate with other health professionals, colleagues, and service users in a manner that facilitates mutual understanding and respect.*
- 3. Ensure all styles of communication are delivered in a way that suits the needs of the intended audience and change communication styles when necessary to account for differences, including but not limited to age, ethnicity, culture, disability, socioeconomic status, gender, and religious and spiritual beliefs, all which may affect which communication style is appropriate.*

Additional information will auto-populate within the Learning Plan section depending on the selected Standard of Practice or Code of Ethics.

By the end of 2027, I will advance my current knowledge, skill, attitude, and judgments related to:

MLTs must:

1. Show respect and understanding for the attitudes, beliefs, and experiences of other cultures.
2. Make every effort to become aware of their unconscious biases.
3. Ensure their biases do not impact their professional interactions, activities, and judgements.
4. Continuously develop their knowledge, skills, and abilities to foster culturally safe practice.

* Please provide a reason why you want to learn about this Standard of Practice.

Questions to consider:

- What impact will it have on your professional practice?
- Who will be impacted by this knowledge?

(minimum 50, max 500 characters)

* I hope to accomplish this goal by:

- ☐ Attended a professional event
- ☐ Attended workplace event/in-service
- ☐ Completed Formal Course
- ☐ Develop/Revise Subject Matter
- ☐ Observe/consult with peer/expert
- ☐ Other (must specify)
- ☐ Participated in committee/focus group
- ☐ Performed and/or reviewed external/internal proficiency samples
- ☐ Reviewed subject matter relevant to professional practice
- ☐ Share Knowledge/Expertise as Presenter/Lecturer
- ☐ Shared knowledge/Expertise as a trainer/mentor/preceptor
- ☐ Troubleshoot Equipment/Instrumentation/Process

MUST SUBMIT/SAVE FORM

You must click "Save for Later" once the self-assessment is complete for it to be processed and allow for activity logging. This will lock this section for further editing..



Next

Save for later

3

Provide a reason as to why this Standard or Practice or Code of Ethics was selected.

4

Select a maximum of 3 potential Learning Activities

5

Click **Next**

NOTE: Once the final renewal step is completed and the renewal is submitted, the Learning Plan will be saved and locked and cannot be changed

When you fill out your activities later in the year, make sure you click "Save for Later," to open the activity section.

By the end of 2027, I will advance my current knowledge, skill, attitude, and judgments related to:

MLTs must:

1. Accurately communicate the outcomes of medical laboratory services and document them in the health record in a timely manner.
2. Communicate and collaborate with other health professionals, colleagues, and service users in a manner that facilitates mutual understanding and respect.
3. Ensure all styles of communication are delivered in a way that suits the needs of the intended audience and change communication styles when necessary to account for differences, including but not limited to age, ethnicity, culture, disability, socioeconomic status, gender, and religious and spiritual beliefs, all which may affect which communication style is appropriate.

* Please provide a reason why you want to learn about this Standard of Practice.

Questions to consider:

- What impact will it have on your professional practice?
- Who will be impacted by this knowledge?

(minimum 50, max 500 characters)

There is a new Standard of Practice and Code of Ethics the CMLTA released therefore, I want to review these documents so i can know what I am accountable for in my professional practice. I know that if I do not follow these Standards and Codes I could have a complaint filed against me.

286 / 500

* I hope to accomplish this goal by:

- ☒ Attended a professional event
- ☐ Attended workplace event/in-service
- ☐ Completed Formal Course
- ☐ Develop/Revise Subject Matter
- ☒ Observe/consult with peer/expert
- ☐ Other (must specify)
- ☐ Participated in committee/focus group
- ☐ Performed and/or reviewed external/internal proficiency samples
- ☒ Reviewed subject matter relevant to professional practice
- ☐ Share Knowledge/Expertise as Presenter/Lecturer
- ☐ Shared knowledge/Expertise as a trainer/mentor/preceptor
- ☐ Troubleshoot Equipment/Instrumentation/Process

Complete the Jurisprudence Exam

1

Review the Jurisprudence Learning Material.

Click [here](#) to review the Jurisprudence Learning Module on the CMLTA website.

Click [here](#) to review Bill 21 information.

CMLTA College of Medical Laboratory Technologists of Alberta

Renewal > Renew Jane, Smith (1234567) – Active – In Progress (2026)

Profile Update 2025-2026 Learning Plan 2026/2027 Learning Plan 2027 – Renewal

INSTRUCTIONS

Member name: Jane Smith Registration #: 1234567

JURISPRUDENCE EXAM

You must pass the jurisprudence exam before you can complete your application.

If you are ready to take your exam, please click "Save for later" at the bottom of the page.

Exam Click here to open a new tab to complete the jurisprudence exam.

2

Complete the Jurisprudence Exam
Click **Exam**

3

Upon completion of the Exam:
If a passing grade is achieved, you can return to the dashboard and complete the form you have begun.
If a failing grade is achieved, you will have 6 attempts at this exam. If you fail all 6, you will not be able to submit the renewal application and must contact the CMLTA.

CMLTA College of Medical Laboratory Technologists of Alberta

Exam > Jurisprudence Exam

Instructions

Questions

General

Question 1 of 20
The CMLTA Code of Ethics has three (3) main principles.
☐ TRUE
☐ FALSE

Question 2 of 20
As per the Health Information Act, an individual has the right of access to any record containing health information about the individual that is in the custody or under the control of a custodian. This means access of a family member's personal health information contained in the Electronic Health Record by a Regulated Member is permitted.
☐ TRUE
☐ FALSE

Question 3 of 20
The primary stakeholder of the CMLTA is the:
☐ Regulated Member (MLT)
☐ Government of Alberta
☐ CMLTA Council
☐ Public

Results

You have successfully completed this exam. The results have been forwarded to the College. You correctly answered 20 out of 20 questions for a final score of 100%. The passing score is 80%. Close this window, return to the application, and click on 'Save for Later'. Go back into the application and you should see that the jurisprudence section has been updated.

Answer Declaration Questions

CMLTA College of Medical Laboratory Technologists of Alberta

Home | Renewal > Renew >

Profile Update | 2025-2026 Learning Plan | 2026/2027 Learning Plan | **2027 - Renewal**

INSTRUCTIONS

Member name: Jane Smith | Registration #: 1234567

JURISPRUDENCE EXAM

You have passed the CMLTA jurisprudence exam on 25-Aug-2023 with a score of 90%

GOOD STANDING DECLARATIONS

Please answer the following declarations based on the timeline since your last MLT Practice Permit application (initial, reinstatement, or renewal).

Have you ever been charged with, pleaded guilty to, or been found guilty of (i) a criminal offence or similar offence in Canada or (ii) an offence of a similar nature in a jurisdiction outside of Canada? ☐ Yes ☐ No

Have you ever had a criminal record?

Have you ever received a full or partial pardon for a criminal or similar offence in Canada?

Have you ever been the subject of a Regulated Member undertaking, a complaint, an appeal related to unprofessional conduct under Part 4 of the Health Professions Act regulates a profession in Alberta or elsewhere?

Have you ever been disciplined by any regulatory body responsible for the regulation of Technologists or for another profession?

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1

Answer Good Standing Declaration Questions

NOTE: If any declaration questions are answered YES, provide a brief explanation

2

Acknowledge General, Communication, Professional Liability Insurance Declarations

3

Scroll to the bottom of page and click:
Submit: Submit Renewal
or
Save for Later: Pause Renewal Process
or
Withdraw: Cancel Renewal

CMLTA College of Medical Laboratory Technologists of Alberta

I understand that all CMLTA CCP records are subject to review and I may be required to participate in a Compliance Audit and submit up to five (5) years of records or other relevant information to substantiate my Learning Plan and CCP compliance.

I agree that I apply the knowledge, skills, judgments, and attitudes necessary for my current area of professional practice.

I am aware that any false or misleading statements made by me or contained in documents provided by me may be grounds for referral to the Complaints Director for further investigation and may constitute unprofessional conduct under the Health Professions Act and could be the subject of a Hearing Tribunal hearing.

☒ * I acknowledge and accept the above declaration

Communication

I understand and agree that it is a Regulated Member's responsibility to provide the CMLTA with a valid email address and to promptly update this and all other contact information (including change of employment or employer) when changes occur.

I understand and agree that the CMLTA requires a Regulated Member's email address for the purposes of executing CMLTA operations and fulfilling its mandate pursuant to the Health Professions Act and the Medical Laboratory Technologists Profession Regulation.

I understand and agree that all CMLTA emails will pertain to the regulation of the Medical Laboratory Technologists (MLT) profession and should be regarded as important CMLTA information, such as the notification of registration, annual MLT Practice Permit renewal, the Continuing Competence Program (CCP) Compliance Audit, and similar regulatory matters.

I understand and agree that all CMLTA emails must be opened and responded to promptly.

I consent to the CMLTA providing information to employers and prospective employers regarding my MLT registration status, MLT Practice Permit status, or both.

☒ * I acknowledge and accept the above declaration

Professional Liability Insurance

As of January 1, 2024, I will have professional liability insurance directly or through my employer at a minimum of \$5,000,000 per occurrence and can provide proof of valid insurance if requested by the CMLTA.

☒ * I acknowledge and accept the above declaration

WARNING: Please make sure that all information entered is accurate before your final submission.

Submit **Save for later** **Withdraw**

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Pay MLT Registration Dues

Invoice

123456789
Reference: -

From
301-9426 51 Avenue NW
Edmonton, Alberta
T6E 5A6

To
Jane, Smith
301-9426 51 Avenue NW
Edmonton, Alberta T6E 5A6

Description		Total
2027 MLT Registration Dues		\$375.00
	Subtotal	\$375.00
	GST	\$0.00
	PST	\$0.00
	Total due	\$375.00

[Download receipt](#) [Pay](#)

1

Click Pay

2

Provide billing information

2

Click Pay Again

Page
1
2

Invoice

123456789

For
Jane Smith

Total charge
\$375.00

* First name on card

* Last name on card

* Credit card #

* Expiry
e.g. 0524

* Security code
e.g. 555

* Please note that Alinity does not store your credit card details on their servers

* Home # and street only (for account, no apt #)

* Postal/ZIP code

[Pay](#) [Cancel](#)

Renewal Requires CMLTA Review

Payment cannot be accepted for your Renewal at this time.

Thank you for submitting your renewal form.

Your renewal form requires review and approval by the College as the next step. If additional information is required, you will be notified by email. Once approved you will be notified by email to return to this site to make payment. Please be sure to check your Junk/Spam email folder for messages.

Thank you

NOTE: If your renewal requires CMLTA review, this message will appear.

Once reviewed by the CMLTA and if approved, an invoice will appear on the Member Portal homepage.

Click on the invoice and pay as shown on page 12 of this document.

The screenshot shows the Member Portal homepage. On the left is a sidebar with navigation links: Home, Download registration, My profile, My learning, My documents, My groups, and Back to main site. The main content area has a 'Complete Form' section with a progress bar showing four steps: Profile Update, 2025/2026 - Learning Plan, 2026/2027 - Learning Plan (v5), and 2027 - Renewal. The '2027 - Renewal' step is highlighted with a red box around the 'Pay' button. Below this is an 'Announcements (1)' section with a message about the 2027 Renewal Season starting September 15. A green arrow points from the 'Pay' button to the 'My Invoices' section. The 'My Invoices' section shows a table with one invoice: 10-Sep-2026, Total \$425.00, Due \$425.00. The 'My Exams' section shows a table with five exams, all of which are 'Failed'. The 'My forms' section shows two forms: 'Letter of Standing' and 'Volunteer Resource Application', both with 'Fill in' buttons.

Date	Total	Due
10-Sep-2026	\$425.00	\$425.00

Exam	Date	Status
Jurisprudence Exam	10-Sep-2026	Failed
Jurisprudence Exam	10-Sep-2026	Passed
Jurisprudence Exam	28-Oct-2025	Failed
Jurisprudence Exam	28-Oct-2025	Passed
Jurisprudence Exam	31-Oct-2024	Failed

Confirm Registration

1

Return to the Member Portal Home Screen

2

Confirm Registration for 2027

The screenshot shows the Member Portal Home Screen. A red box highlights the 'Home' link in the left sidebar. Another red box highlights the 'Active and Future Permit' section on the right, which contains two permit entries for 'General' registration. The first entry is for Registrant # 1234567, effective 01-Jan-2026 and expires 31-Dec-2026. The second entry is for Registrant # 1234567, effective 01-Jan-2027 and expires 31-Dec-2027. The 'Home' link in the sidebar is also highlighted with a red box.

Home

Download registration

My profile

My learning

My documents

My groups

Back to main site

Powered by Alinity

Home

Announcements (1)

2027 Renewal Season

The 2027 Registration and MLT Practice Permit Renewal Season begins September 15.

The MLT practice permit renewal process will be available in your member profile starting Sept. 15. There will be a "Renewal" button on the home page under "Complete My Renewal"....

Read more

My Invoices

Include paid

0 invoice(s)

My Exams

Exam	Date	Status	
Jurisprudence Exam	10-Sep-2026	Failed	>
Jurisprudence Exam	10-Sep-2026	Passed	>
Jurisprudence Exam	28-Oct-2025	Failed	>
Jurisprudence Exam	28-Oct-2025	Passed	>
Jurisprudence Exam	31-Oct-2024	Failed	>

1 2

My forms

Letter of Standing

Fill in

If you are moving to another province that requires MLT registration, you will be required to submit a letter of standing from the CMLTA. Please complete this form along with a \$50 payment to have a letter issued to the applicable regulatory college.

Volunteer Resource Application

Fill in

If you are interested in volunteering with the CMLTA, please submit this form.

Active and Future Permit

Active General

Registrant # 1234567

Effective 01-Jan-2026

Expires 31-Dec-2026

Permit Tax receipt

Active General

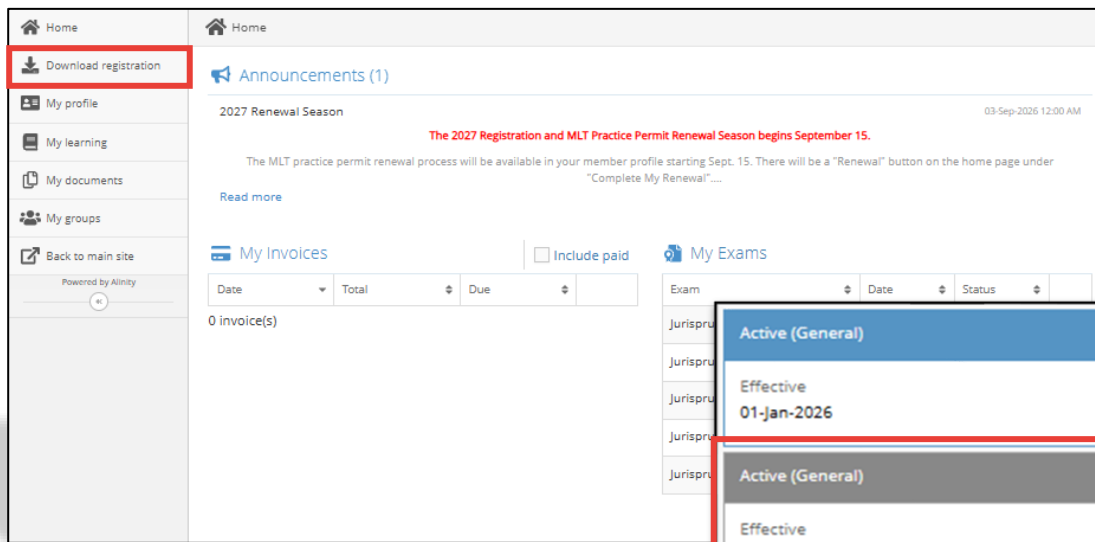
Registrant # 1234567

Effective 01-Jan-2027

Expires 31-Dec-2027

Permit Tax receipt

Download and Print Registration



1

On the Member Portal Home Screen, click Download Registration

2

Click Download

Active (General)	Download	Tax receipt
Effective	Expiry	
01-Jan-2026	31-Dec-2026	
Active (General)	Download	Tax receipt
Effective	Expiry	
01-Jan-2027	31-Dec-2027	
Active (General)	Download	Tax receipt
Effective	Expiry	
01-Jan-2025	31-Dec-2025	

3

Print Document

CMLTA COLLEGE OF MEDICAL LABORATORY TECHNOLOGISTS OF ALBERTA	Issued pursuant to the authority of the Health Professionals Act and the Medical Laboratory Technologists Profession Regulation
2027 MLT General Practice Permit	
Jane Smith	
Effective: 01-Jan-2027	Expiry: 31-Dec-2027
Reg #: 1234567	
	Signature
	Toll Free: 1-800-265-9351 Fax: 780-437-1442
	Website: www.cmlta.org Email: cmlta@cmlta.org

