

REMOTE SERVICE REQUEST FORM

REQUESTERS INFORMATION

LAST NAME		FIRST NAME	
ADDRESS			
CITY		PROV/STATE	POSTAL / ZIP
PHONE	FAX	E-MAIL ADDRESS	
PAYMENT TYPE (CIRCLE) VISA / M/C / CHEQUE / MO <small>MAIL IN SERVICE ONLY</small>		CREDIT CARD INFORMATION (IF APPLICABLE)	
DELIVERY METHOD (CHECK OFF PREFERENCE) <input type="checkbox"/> REGULAR MAIL/COURIER (ADDITIONAL FEE - CIRCLE) <input type="checkbox"/> E-MAIL (IF POSSIBLE) (NO ADDITIONAL FEE) <input type="checkbox"/> FAX (NO ADDITIONAL FEE) <input type="checkbox"/> LONG DISTANCE FAX (ADDITIONAL FEE)		CREDIT CARD NUMBER	
		ISSUED TO	
		EXPIRY DATE (MM/YY)	CVV (SECURITY CODE)
APPLICANT'S SIGNATURE (REQUIRED)		CREDIT CARD HOLDER'S SIGNATURE (REQUIRED IF APPLICABLE) I AUTHORIZE WEST-END / CALLINGWOOD REGISTRIES TO USE MY CREDIT CARD FOR THE SERVICES REQUESTED	

Articles Of Revival

Business Corporations Act
Section 201

1. **Name of Dissolved Corporation**

2. **Corporate Access Number**

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3. **Reason for Dissolution:**

4. **Enter your interest in the corporation and why you seek revival of the corporation:**

5. **Name of Applicant**

Name (Last, First, Second)

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6. **Business or Home Address of Applicant**

Address City / Town Province Postal Code

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Name of Person Authorizing (please print)

Identification

Date

This information is being collected for the purposes of corporate registry records in accordance with the Business Corporations Act. Questions about the collection of this information can be directed to the Freedom of Information and Protection of Privacy Coordinator for Alberta Registries, Research and Program Support, 3rd Floor, Commerce Place, 10155 - 102 Street, Edmonton, Alberta T5J 4L4, (780) 422-7330.

Articles Of Revival

BUSINESS CORPORATIONS ACT

INSTRUCTIONS

This information is submitted to your authorized service provider for filing with the Registrar pursuant to the Business Corporations Act and must conform to Section 1 of the Regulations made under the Act.

- Item 1. Enter the dissolved corporation's full legal name. If the corporation has been dissolved for more than 3 years, these articles must be submitted with an Alberta Name Search Report (from the NUANS database), dated not more than 90 days from the date the Articles of Revival are submitted to your authorized service provider.
- Item 2. The corporate access number **must** be entered. It is printed on the top right hand corner of the:
- Certificate of Incorporation
 - Certificate of Continuance
 - Certificate of Amalgamation.
- Item 3. Enter the reasons why the corporation was dissolved, adding specific references, where possible, to the section of the Business Corporations Act under which it was dissolved.
- Item 4. Enter your interest / relationship in the corporation and why you seek to have the corporation revived.
- Item 5. Enter your full name (last, first, second).
- Item 6. Enter your complete business or home address, including the postal code.

The Articles must be filed with:

- Annual Returns not previously filed
- all notices required under the Act.

It is recommended that a Notice of Address and Notice of Directors be submitted to your authorized service provider to confirm that information.

The following information must be included:

- name of person authorizing (director/authorizing officer)
- identification
- date

When the information is submitted to your service provider, identification of the authorized person/officer/director/declarant will be required.

NOTE: Due to limited space, an appropriate attachment adhering to Section 1 of the Regulations is acceptable.

Notice Of Directors Or Notice Of Change Of Directors

Business Corporations Act
Sections 101, 108 and 276

1. Name of Corporation	2. Alberta Corporate Access Number

3. The following persons were appointed Director(s) on _____ **:**
year / month / day

Name of Director <i>(Last, First, Second)</i>	Mailing Address <i>(including postal code)</i>	Are you a resident Canadian?
		Yes <input type="checkbox"/> No <input type="checkbox"/>
		<input type="checkbox"/> <input type="checkbox"/>
		<input type="checkbox"/> <input type="checkbox"/>

4. The following persons ceased to hold office as Director(s) on _____ **:**
year / month / day

Name of Director <i>(Last, First, Second)</i>	Mailing Address <i>(including postal code)</i>

5. As of this date, the Director(s) of the corporation are:

Name of Director <i>(Last, First, Second)</i>	Mailing Address <i>(including postal code)</i>	Are you a resident Canadian?
		Yes <input type="checkbox"/> No <input type="checkbox"/>
		<input type="checkbox"/> <input type="checkbox"/>
		<input type="checkbox"/> <input type="checkbox"/>
		<input type="checkbox"/> <input type="checkbox"/>

6. To be completed only by Alberta Corporations:

Are at least half of the members of the Board of Directors resident Canadians? Yes No

Name of Person Authorizing <i>(please print)</i>	Telephone Number <i>(daytime)</i>	Date
Identification	Title <i>(please print)</i>	

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Notice Of Directors Or Notice Of Change Of Director

BUSINESS CORPORATIONS ACT

INSTRUCTIONS

This information is submitted to your authorized service provider for filing with the Registrar pursuant to the Business Corporations Act and must conform to Section 1 of the Regulations made under this Act.

- This form **should not** be used to submit a change of directors address.
- This form **is not** to be used by Alberta Societies.

Alberta Corporations:

Submit this information to your authorized service provider for filing with the Registrar:

- upon incorporation, continuance, or amalgamation
- within 15 days of any change.

New corporations, continuances, or amalgamations are to complete Items 1, 5, and 6.

For changes, complete Items 1, 2, 5 and 6, as well as Item 3 or 4, or Items 3 and 4, where applicable.

Extra-Provincial Corporations:

- Submit this information to your authorized service provider for filing with the Registrar within 1 month of any change.
- Complete Items 1, 2, and 5, as well as Item 3 or 4, or Items 3 and 4, where applicable.

Item 1. Enter the corporation's full legal name in Alberta.

Item 2. If this is for a change of directors you must enter the Alberta Corporate Access Number of this corporation.

It is printed on the top right-hand corner of the:

- Certificate of Incorporation
- Certificate of Continuance
- Certificate of Amalgamation
- Certificate of Registration.

Item 3. Enter the following information:

- date the director(s) were appointed
- complete name (last, first, second)
- complete mailing address, including the postal code
- if an Alberta corporation, check whether each director is or is not a resident Canadian.

If an Alberta corporation, a director must be an individual.

Item 4. Enter the following information:

- complete name (last, first, second)
- complete mailing address, including the postal code
- date the director(s) ceased to hold office.

Item 5. Enter the following information:

- complete name (last, first, second)
- complete mailing address, including the postal code
- if an Alberta corporation, indicate whether each director is or is not a resident Canadian.

Officer information is not required on this form.

Item 6. Alberta corporations only are to check (✓) the appropriate box. The Business Corporations Act requires at least half of the directors of an Alberta corporation to be resident Canadians.

Alberta and Extra-Provincial Corporations: The following information must be included:

- name of person authorizing (director/authorizing officer)
- title
- identification
- daytime telephone number

When the information is submitted to your service provider, identification of the authorized person/officer/director/declarant will be required.

NOTE: Due to limited space, an appropriate attachment adhering to Section 1 of the Regulations is acceptable. Attachments or schedules should clearly indicate which Item they pertain to.

Notice Of Address Or Notice Of Change Of Address

Business Corporations Act
Section 19

1. **Name of Corporation**

2. **Corporate Access Number**

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3. **Address of Registered Office** (*P.O. Box number **can only** be used by a Society*)

<i>Street</i>	<i>City / Town</i>	<i>Province</i>	<i>Postal Code</i>

OR

Legal Land Description	<i>Section</i>	<i>Township</i>	<i>Range</i>	<i>Meridian</i>

4. **Records Address** (*P.O. Box number **cannot** be used*)

<i>Street</i>	<i>City / Town</i>	<i>Province</i>	<i>Postal Code</i>

OR

Legal Land Description	<i>Section</i>	<i>Township</i>	<i>Range</i>	<i>Meridian</i>

5. **Address for Service by Mail** (*If different from Item 3*)

NOTE: *If this is a change, please read instructions carefully.*

<i>Post Office Box Only</i>	<i>City / Town</i>	<i>Province</i>	<i>Postal Code</i>

Name of Person Authorizing (*please print*)

Telephone Number (*daytime*)

Date

Identification

Title (*please print*)

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Notice Of Address Or Notice Of Change Of Address

BUSINESS CORPORATIONS ACT

INSTRUCTIONS

This information must be submitted to your authorized service provider for filing with the Registrar upon incorporation, continuance or amalgamation or within 15 days of a change. It is not to be used by extra-provincial corporations.

Information filed with the Registrar pursuant to the Business Corporations Act must conform to Section 1 of the Regulations made under the Act.

For new corporations, continuances or amalgamations, Items 1 and 3 **must** be completed, and if applicable Items 4 and 5. For a change of address, Items 1 and 2 **must** be completed; as well as the address to be changed (Items 3, 4 or 5).

Item 1. Enter the corporation's full legal name.

Item 2. If this is for a change of address, you must enter the corporate access number. It is printed on the top right-hand corner of the:

- Certificate of Incorporation
- Certificate of Continuance
- Certificate of Amalgamation

Item 3. This address is required for all corporations and it **must** be:

- accessible for service by delivery
- accessible to the public during normal business hours
- in Alberta

Enter **one** of the following:

- the complete street address including postal code, or
- a legal land description. If you give a legal description, you **must** complete Item 5, giving a mailing address.

Item 4. You must complete this item if the corporation's records are kept somewhere other than at the registered office.

This address **must** be:

- in Alberta
- accessible to the public during normal business hours.

Enter **one** of the following:

- the complete street address, including postal code, or
- the legal land description

Item 5. Complete this item **ONLY IF** the corporation uses a post office address for mail delivery. This address **must** be:

- in Alberta
- a post office box

If this is a change of address and Item 5 no longer applies, **you must enter "N/A" in this space**, otherwise your mail will continue to be sent to your old post office address.

The following information must be included:

- name of person authorizing (director/authorizing officer)
- title
- identification
- date
- daytime telephone number

When the information is submitted to your service provider, identification of the authorized person/officer/director/declarant will be required.