



Telephone: 1 877 526-1526
www.gov.bc.ca/societies

Mailing Address: PO Box 9431 Stn Prov Govt
Victoria BC V8W 9V3

Courier Address: 200 - 940 Blanshard Street
Victoria BC V8W 3E6

Submitted by:

NAME

COMPANY

MAILING ADDRESS

CITY

PROV/STATE

POSTAL CODE/ZIP CODE

TELEPHONE

Freedom of Information and Protection of Privacy Act (FOIPPA): Personal information provided on this form is collected, used and disclosed under the authority of the FOIPPA and the Societies Act for the purposes of assessment. Questions regarding the collection, use and disclosure of personal information can be directed to the Manager of Registries Operations at 1 877 526-1526, PO Box 9431 Stn Prov Govt, Victoria BC V8W 9V3

Item A Name Reservation The first step in conversion is to ensure the name for the society is available. Go to www.bcregistrynames.gov.bc.ca. Once your name has been approved, enter the name reserved for the society and the name reservation number.

Item F&G Constitution and Bylaws Once this form has been mailed, you are required to email copies of the following in an electronic format:

- the society's constitution.
the society's bylaws (If you are adopting the Model Bylaws without amendments then a copy is not required).

Please provide the name reservation number (if applicable), approved society name and the words 'Conversion of Special Act' in the subject line of the email. This will help us to match this form with your email.

Send the email to BCRegistries@gov.bc.ca

Definitions:

Special Act Corporation means a corporation, without share capital, incorporated by a BC Act.

Electronic format means Microsoft Word or similar plain text document saved with one of the following file extensions: doc., docx., .wpd., txt., rtf., .pdf.

Filing Fee: \$100.00

Please complete and mail this form to BC Registries and Online Services for filing with payment by cheque or money order made payable to the Minister of Finance, or provide the registry with authorization to debit the fee from your BC OnLine deposit Account. Please pay in Canadian dollars or in the equivalent US funds.

INSTRUCTIONS:

Please review our webpage www.gov.bc.ca/SocietiesOnline for information on completing an application to convert a Special Act Non-share Corporation to a Society.

A NAME RESERVED FOR SOCIETY

NAME RESERVATION NUMBER

B MINISTER'S CONSENT

Attach to this form the written consent of the minister for the conversion of the special Act corporation.

C AUTHORIZATION

Authorized by Special Resolution Date (YYYY MM DD):

D SPECIAL ACT CORPORATION INFORMATION

Business Number (BN9) if available:

Name of Act incorporated by:

E CONSTITUTION - PURPOSES OF THE SOCIETY

The constitution must be submitted by email in an electronic format to BCRegistries@gov.bc.ca.

Does the proposed qualify and want to become a Member-Funded Society? Yes No

If yes, the following provision will be added to the society's constitution:

This society is a member funded society. It is funded primarily by its members to carry on activities for the benefit of its members. On its liquidation or dissolution, this society may distribute its money and other property to its members.

F BYLAWS

Select one of the following options:

We have created our own bylaws and will submit by email in an electronic format to BCRegistries@gov.bc.ca

Note: Your bylaws will be uploaded and converted to a PDF file. Retain your original plain text version to refer to when making future alterations.

Adopt the Model Bylaws without change.

G REGISTERED OFFICE ADDRESSES

DELIVERY ADDRESS - (PO Box is not accepted, Postal code required.)	CITY	Prov.	POSTAL CODE
		BC	
MAILING ADDRESS	CITY	Prov.	POSTAL CODE
		BC	

PRIMARY EMAIL ADDRESS	ALTERNATE EMAIL ADDRESS

H DIRECTORS

- A society must have a minimum of three directors (individuals) and at least one must be ordinarily resident in BC.
- Member-funded society must have at least one director who is not required to reside in BC.
- Director addresses must be a physical address. Post office box alone is not accepted.
- Full names of directors are required; Initials only are not accepted.
- Attach additional sheet if more space is required.

FIRST NAME	MIDDLE NAME	LAST NAME			
DELIVERY ADDRESS	CITY	PROV/STATE	COUNTRY	POSTAL CODE/ZIP CODE	
FIRST NAME	MIDDLE NAME	LAST NAME			
DELIVERY ADDRESS	CITY	PROV/STATE	COUNTRY	POSTAL CODE/ZIP CODE	
FIRST NAME	MIDDLE NAME	LAST NAME			
DELIVERY ADDRESS	CITY	PROV/STATE	COUNTRY	POSTAL CODE/ZIP CODE	
FIRST NAME	MIDDLE NAME	LAST NAME			
DELIVERY ADDRESS	CITY	PROV/STATE	COUNTRY	POSTAL CODE/ZIP CODE	
FIRST NAME	MIDDLE NAME	LAST NAME			
DELIVERY ADDRESS	CITY	PROV/STATE	COUNTRY	POSTAL CODE/ZIP CODE	

I CERTIFICATION - *I certify that I have relevant knowledge of the society, and that I am authorized to make this filing.*

Note: It is an offence to make a false or misleading statement in respect of a material fact in a record submitted to the Corporate Registry for filing. See section 223 of the Societies Act.

NAME

SIGNATURE

DATE SIGNED (YYYY MM DD)

X

J DELIVERY METHOD - *Choose one delivery method for receipt of the society's certified documents.*

Society Email

Other Email
Address

Pickup (Victoria only)

Contact Person

Telephone

By Mail to Registered Office Mailing Address

By Mail to another address. Please specify.

MAILING ADDRESS

CITY

PROV/STATE

COUNTRY

POSTAL CODE/ZIP CODE