



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

INSTRUCTIONS:

The Notice of Record Keeper form is to be filed promptly after a society is involuntarily dissolved by the Registrar to provide notice of the name, mailing and delivery address of the person who had custody and control of the society records at the time of the dissolution.

The Record Keeper is either a B.C. Company/Firm or it is a named individual with first name and last name provided. In section C please enter information in the individual name fields, or the business name field, but do not enter into both. The Record Keeper will receive a certified copy of the filing via the delivery method option selected in section F.

Please review our webpage www.gov.bc.ca/Societies for information regarding providing and maintaining Record Keeper information.

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

Filing Fee: \$15.00

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 Ministry 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 amount of U.S. funds.

OFFICE USE ONLY - DO NOT WRITE IN THIS AREA

A INCORPORATION NUMBER OR BUSINESS NUMBER OF SOCIETY

B NAME OF SOCIETY

C APPOINTMENT OF RECORD KEEPER

FIRST NAME MIDDLE NAME LAST NAME

BUSINESS NAME

EMAIL ADDRESS

D RECORD KEEPER ADDRESS

DELIVERY ADDRESS (PO Box alone is not accepted. Postal code required.) CITY PROV. POSTAL CODE BC

MAILING ADDRESS (If different from delivery address.) CITY PROV. POSTAL CODE BC

E CERTIFICATION

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)



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F DELIVERY METHOD - Choose one delivery method for the Record Keeper to receive a certified copy of the filing.

Record Keeper Email Other Email Address

By Mail to Record Keeper's Office Mailing Address

By Mail to another address. Please specify.

MAILING ADDRESS	CITY	PROV/STATE	COUNTRY	POSTAL CODE/ZIP CODE