



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

- Provide notice to the society at their registered office address that you are incorrectly listed as a director.
• Wait 60 days for society to respond/file a change of directors.
• Complete a statutory declaration signed by a commissioner of oaths detailing the steps you have taken to have the society remove you, the day and method you notified the society that you are incorrectly listed as a director, and why you are not considered a director under the Societies Act.
• Mail this form, statutory declaration, and fee to our office.
• This application can only be used to remove the name of a director from the statement of directors and registered office of a society and does not alter the registered office address of the society.

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 V8W9V3

Filing Fee: \$15.00

If you are instructed by registry staff to mail this form, please include a cheque/ money order (payable to the Minister of Finance) or provide a BC OnLine account number.

OFFICE USE ONLY - DO NOT WRITE IN THIS AREA

A APPLICANT EMAIL ADDRESS

B INCORPORATION NUMBER OR BUSINESS NUMBER OF SOCIETY

C NAME OF SOCIETY

D DATE APPLICANT NOTIFIED THE SOCIETY THAT THEY SHOULD NOT BE LISTED AS A DIRECTOR AND SHOULD BE REMOVED.

YYYY/MM/DD

E NAME OF INDIVIDUAL INCORRECTLY LISTED AS DIRECTOR

FIRST NAME MIDDLE NAME LAST NAME

Have you submitted written notice to the society at least 60 days prior to this application identifying you are listed in error and asking them to remove you?

YES NO

Does your statutory declaration signed by a commissioner of oaths include the following details:

The steps you have taken to have the society remove you from the society's statement of directors. YES NO

The day and delivery method used to notify the society that you are incorrectly listed as a director. YES NO

Why you are not considered a director under the Societies Act. YES NO

F CERTIFICATION - I certify 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.

APPLICANT NAME APPLICANT SIGNATURE DATE SIGNED (YYYY/MM/DD)



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DELIVERY METHOD - Choose one delivery method for the applicant to receive the certified copy of the statement of directors and registered office document.

Applicant Email Other Email Address

By Mail to the address specified below.

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