



COOPERATIVE ASSOCIATION
REQUEST TO INSPECT OR OBTAIN COPIES OF COOPERATIVE ASSOCIATION DOCUMENTS
COOPERATIVE ASSOCIATION ACT

Telephone: 1 877 526-1526
www.bcreg.ca

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

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

A person entitled under section 128, 129, 130, 132, 133, 138 or 142 of the Cooperative Association Act (the Act) may inspect, take extracts from, or obtain a copy of a record that the Association is required to keep at its registered office. Please read the applicable sections of the Act to determine your eligibility to view or obtain copies of association records. If you are eligible, you can use the following template to submit your request for records directly to the registered office of the applicable Cooperative Association.

According to section 130 of the Act, if an association is not a reporting association, any person may examine and take extracts from the association's records referred to in section 128 (1), without charge. Every person entitled to examine a record under section 130 is entitled to require the association to provide a copy of the record on payment to the association of a reasonable charge not exceeding the amount prescribed in regulation. For an examination of the records of an association by any person other than a director of the association, the association, by ordinary resolution, may impose reasonable restrictions.

A NAME OF APPLICANT

B APPLICANT ADDRESS PROVINCE POSTAL CODE

C APPLICANT PHONE APPLICANT EMAIL

D NAME OF THE COOPERATIVE ASSOCIATION

E COOPERATIVE ASSOCIATION'S REGISTERED OFFICE ADDRESS PROVINCE POSTAL CODE

F I AM A:

- Director of the Association.
Former director of the Association.
I was a director during the following period:
Member, Investment Shareholder, or Debenture holder of the Association.
A person not described above.

Please read the applicable sections of the Cooperative Association Act (sections 128, 129, 130, 132, 133, 138 or 142) to determine your eligibility to obtain copies of association records. On the following page, you can indicate what records you would like a copy of, or to inspect.

G SIGNATURE OF APPLICANT DATE SIGNED (YYYY/MM/DD)

X

DO NOT SUBMIT THIS FORM TO BC REGISTRY SERVICES. SUBMIT DIRECTLY TO THE COOPERATIVE.



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Select the records you are requesting a copy of, or to inspect:

<input type="checkbox"/> A copy of the Certificate of Incorporation.	
<input type="checkbox"/> A copy of the memorandum, including any amendments.	<input type="checkbox"/> Most recent version. <input type="checkbox"/> Other version. Specify:
<input type="checkbox"/> A copy of the rules, including any amendments.	<input type="checkbox"/> Most recent version. <input type="checkbox"/> Other version. Specify:
<input type="checkbox"/> A copy of the register of members. Note: Applicant should fulfill conditions in Section 133 (2) of the Act.	
<input type="checkbox"/> A copy of the register of investment shareholders.	
<input type="checkbox"/> A copy of one of the registers described in Section 128 (1) (h).	Specify:
<input type="checkbox"/> A copy of a document or other record filed with the registrar relating to the	Specify:
<input type="checkbox"/> A copy of a certificate issued to the Association by the registrar.	Specify:
<input type="checkbox"/> A copy of an order by the registrar relating to the Association.	Specify:
<input type="checkbox"/> A copy of a written contract under which the Association has allotted any shares for a consideration other than cash.	Specify:
<input type="checkbox"/> If the association is being wound up, a copy of the minutes of a creditor meeting.	Specify date of meeting:
<input type="checkbox"/> A copy of a prospectus and takeover bid circular issued in the previous 10 years by the association or any subsidiary.	Specify:
<input type="checkbox"/> A copy of an information circular issued in the previous 10 years by the association or any subsidiary.	Specify:
<input type="checkbox"/> A copy of the instrument of continuation under section 183.	Specify:
<input type="checkbox"/> The name and address of the receiver or receiver manager, the date of appointment, and the date the receiver or receiver manager ceases to act or completes the duties of that office, if they are appointed under an instrument filed with the	Specify:
<input type="checkbox"/> A copy of a record, document or instrument for one of the amalgamating associations, if the association is an amalgamated association.	Specify:
<input type="checkbox"/> A copy of the minutes of a general meeting or class meeting.	Specify date of meeting:
<input type="checkbox"/> A copy of the audited financial statement of the association and its subsidiaries, whether or not consolidated with the financial statement of the association, including the auditor's report.	Specify financial year(s):



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Table with 2 columns: Request description and Specify. Rows include: A copy of unaudited annual financial statements, A copy of a record described in Section 128 (2) (c) of the Act, A copy of the minutes of a meeting of directors, A copy of a document or instrument approved in the preceding 10 years by the association's directors, A copy of a mortgage created or assumed by the association, A copy of a record described in Section 129 (d) of the Act, and I request to inspect accounting records of the association.