



COOPERATIVE ANNUAL REPORT

Form 3
Cooperative Association Act
Section 126(1)

Enquiries: 250 356-8673

Office Hours: 8:30 – 4:30 (Monday – Friday)

FILING FEE: \$30.00

INSTRUCTIONS:

- Please type or print clearly in block letters and ensure that the form is signed and dated in ink. Complete all areas of the form. The Registry may have to return documents that do not meet this standard. Attach an additional sheet if more space is required.**
- In Box A, enter the Incorporation Number. This number is assigned at the time of incorporation and is located in the upper right-hand corner of the Certificate of Incorporation, Amalgamation or Continuation.
- In Box B, enter the date the association was incorporated, amalgamated or continued as indicated on the Certificate of Incorporation, Amalgamation or Continuation.
- In Box C, enter the date of the financial year end of the association.
- In Box D, enter the exact name as shown on the Certificate of Incorporation, Amalgamation or Continuation or Change of Name.
- In Box E, enter the date of the last annual general meeting.
- In Box F, enter the complete **physical address**. You may include general delivery, post office box, rural route, site or comp. number as part of the address, but the Registry cannot accept this information as a complete address. You must also include a postal code. If an area does not have street names or numbers, provide a description that would readily allow a person to locate the office.
- In Box G, indicate if there has been a change of registered office address. If YES, a Notice of Change in Registered Office (Form 8) must be filed at the Corporate Registry.
- In Box H, indicate if there has been a change of directors. If YES, a Notice of Change of Directors (Form 5) must be filed at the Corporate Registry.
- In Box I, list full name and address of all directors as of the adjournment of the Annual General Meeting. The residential address of a director must be a complete physical address.
- Filing Fee: \$30.00** Submit this form with a cheque or money order made payable to the Minister of Finance.
- Additional information and forms are available on the internet at: www.fin.gov.bc.ca/registries

A	CERTIFICATE OF INCORPORATION NO.	
	CP	
B	DATE OF INCORPORATION, AMALGAMATION OR CONTINUATION	YYYY / MM / DD
C	DATE OF FINANCIAL YEAR END	YYYY / MM / DD
<i>OFFICE USE ONLY – DO NOT WRITE IN THIS AREA</i>		
<p>Freedom of Information and Protection of Privacy Act (FIPPA) The personal information requested on this form is made available to the public under the authority of the <i>Cooperative Association Act</i>. Questions about how the <i>FIPPA</i> applies to this personal information can be directed to the Administrative Analyst, Corporate and Personal Property Registries at 250 356-0944, PO Box 9431 Stn Prov Govt, Victoria BC V8W 9V3.</p>		
E	DATE OF LAST ANNUAL GENERAL MEETING	YYYY / MM / DD

D	FULL NAME OF ASSOCIATION
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F	FULL ADDRESS OF REGISTERED OFFICE (Include postal code)	PROVINCE	POSTAL CODE
		B.C.	

G	Has there been a change of registered office address?	<input type="checkbox"/> YES <input type="checkbox"/> NO	<i>If YES, a Notice of Change in Registered Office (Form 8) must be filed at the Corporate Registry.</i>	H	Has there been a change of directors?	<input type="checkbox"/> YES <input type="checkbox"/> NO	<i>If YES, a Notice of Change of Directors (Form 5) must be filed at the Corporate Registry.</i>
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I DIRECTORS – List full names and addresses of all directors		
LAST NAME	FIRST NAME & INITIALS (If any)	RESIDENTIAL ADDRESS (Include postal code)

J	CERTIFIED CORRECT – I have read this form and found it to be correct.	DATE SIGNED
	Signature of a current Director, Officer, or Lawyer of the Association	Relationship to Association
		YYYY / MM / DD