

Telephone: 250 356-8626

OFFICE USE ONLY – DO NOT WRITE IN THIS AREA**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 *Business Corporations Act*. Questions about how the *FIPPA* applies to this personal information can be directed to the Administrative Assistant of the Corporate and Personal Property Registries at 250 356-1198, PO Box 9431 Stn Prov Govt, Victoria BC V8W 9V3.

INSTRUCTIONS:

Please type or print clearly in block letters and ensure that the form is signed and dated in ink.

Item A A foreign entity must apply for a name approval and reservation prior to registering in BC as an extraprovincial company. The name reserved must be the foreign entity's own name in its current jurisdiction. If that name is not available, the foreign entity may reserve and adopt an assumed name for use in BC. A name reservation is not required if the foreign entity is a federal corporation.

- Item B**
1. Enter the identifying number in the foreign entity's current jurisdiction.
 2. Enter the name used by the foreign entity in its current jurisdiction.
 3. Enter the most recent of the following dates, the date the foreign entity was incorporated or organized, the date it was amalgamated, or the date it was continued or transferred.
 4. Enter the jurisdiction in which the foreign entity was incorporated or in the case of a foreign entity that is a limited liability company, the jurisdiction in which it was organized.

If the foreign corporation resulted from an amalgamation or similar process, enter the jurisdiction in which the most recent amalgamation or similar process occurred. Or, if the corporation has since the later of its incorporation or any amalgamation been continued or otherwise transferred, enter the jurisdiction into which the corporation was most recently continued or transferred.

Note: If the foreign entity was formed outside of Canada, attach proof of existence (e.g. certificate of status) certified by the foreign entity's home jurisdiction.

Item C Enter the delivery and mailing address of the head office of the foreign entity, whether or not the head office is in BC. The delivery address must be for a location that is accessible to the public between 9 a.m. and 4 p.m. on business days for the delivery of records. The delivery address must not be a post office box.

Item D A foreign entity registered as an extraprovincial company must ensure it has one or more attorneys, or under its charter (or similar record), have its head office in BC. If its head office is in BC, the foreign entity may choose to appoint one or more attorneys. Each attorney for an extraprovincial company must be either,

- 1) an individual who is resident in BC, *OR*,
- 2) a company incorporated in BC.

The delivery address of an attorney who is an individual is the address of the office in BC where the individual can usually be reached between 9 a.m. and 4 p.m. on business days for the delivery of records. Or, if the attorney is a BC company, the delivery address is for the registered office of the company which must be for a location in BC that is accessible to the public between 9 a.m. and 4 p.m. on business days for the delivery of records. A delivery address must not be a post office box.

Filing Fee: \$350.00 Submit this form with a 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 amount of US funds.

A NAME RESERVED FOR THE FOREIGN ENTITYComplete section 1, 2 **OR** 3:

1. The name _____ being the foreign entity's own name has been reserved. The name reservation number is _____.
2. The foreign entity's own name _____ is not available and, therefore, the assumed name _____ has been reserved. The name reservation number for the assumed name is _____.
3. No name has been reserved because the foreign entity is a federal corporation with the name _____.

B FOREIGN ENTITY'S CURRENT JURISDICTION – If the current jurisdiction is other than a Canadian province, territory, or the federal government, attach proof of existence of the foreign entity, certified by its jurisdiction.

1. Corporate number assigned to the foreign entity by its current jurisdiction _____
2. Foreign entity's name in the foreign jurisdiction _____
3. Foreign entity's date of incorporation, organization or most recent date of amalgamation or continuation YYYY / MM / DD
4. Foreign entity's current jurisdiction of incorporation, organization, amalgamation or continuation _____

C HEAD OFFICE ADDRESSES

DELIVERY ADDRESS OF HEAD OFFICE	PROVINCE/STATE	COUNTRY	POSTAL CODE/ZIP CODE
MAILING ADDRESS OF HEAD OFFICE	PROVINCE/STATE	COUNTRY	POSTAL CODE/ZIP CODE

D NAME OF ATTORNEY(S) (If any)

Enter the full name and the mailing and delivery address of each attorney.

LAST NAME	FIRST NAME	MIDDLE NAME
COMPANY NAME		
DELIVERY ADDRESS OF ATTORNEY	PROVINCE	POSTAL CODE
	BC	
MAILING ADDRESS OF ATTORNEY	PROVINCE	POSTAL CODE
	BC	
LAST NAME	FIRST NAME	MIDDLE NAME
COMPANY NAME		
DELIVERY ADDRESS OF ATTORNEY	PROVINCE	POSTAL CODE
	BC	
MAILING ADDRESS OF ATTORNEY	PROVINCE	POSTAL CODE
	BC	
NAME OF AUTHORIZED SIGNING AUTHORITY FOR THE FOREIGN ENTITY	SIGNATURE OF AUTHORIZED SIGNING AUTHORITY FOR THE FOREIGN ENTITY	DATE SIGNED YYYY / MM / DD
	X	

If additional space is needed to enter more than two attorneys, please attach a separate sheet of paper.

E CERTIFIED CORRECT – I have read this form and found it to be correct.

NAME OF AUTHORIZED SIGNING AUTHORITY FOR THE FOREIGN ENTITY	SIGNATURE OF AUTHORIZED SIGNING AUTHORITY FOR THE FOREIGN ENTITY	DATE SIGNED YYYY / MM / DD
	X	



Ministry of Finance
 Corporate and Personal
 Property Registries
www.fin.gov.bc.ca/registries

Mailing Address:
 PO Box 9431 Stn Prov Govt
 Victoria BC V8W 9V3
 Location:
 2nd Floor – 940 Blanshard Street
 Victoria BC

**REQUEST FOR YOUR
 BUSINESS NUMBER**
FORM 1
 Section 7 *Business Number Act*

Telephone: 250 356-8626

INSTRUCTIONS:

Please type or print clearly in block letters.

The Province of British Columbia has entered into a partnership with the Canada Revenue Agency (CRA) to use the federal Business Number (BN) as a convenient way for businesses to identify themselves when communicating with federal and provincial governments.

The Corporate Registry, under the authority of the *Business Number Act*, is therefore collecting the BN from both corporations applying for registration in British Columbia and corporations currently registered in British Columbia. This will allow corporations to use their BN as an identifier the next time they communicate with the Corporate Registry.

You will already have a BN if you have been incorporated federally or if you are incorporated in another Canadian jurisdiction.

You may have also received a BN from CRA if you:

- collect GST/HST;
- have employees;
- import or export goods to or from Canada;
- operate a taxi or limo service;
- collect Social Service (PST), Hotel Room Tax or are registered with Workers Compensation Board, and/or;
- are registered to do business in another Canadian jurisdiction

COMPLETE ITEM A OR B

A BUSINESS NUMBER

Your **Business Number** (e.g., CRA corporate tax account) would be displayed as a 15 character identifier, for example: **82123 5679 RC 0001**. The first nine numbers uniquely identify your business – it's those numbers we need.

Please enter the first 9 digits here:

B DIRECTOR NAME

If you do not have a Business Number please enter the name of a director of your corporation (as per CRA requirements) so that we can request one for you. The director's name is confidential information and is collected under the authority of the *Business Number Act*.

LAST NAME

FIRST NAME

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