

INFORMATION FOR FULL RESTORATION OF AN EXTRAPROVINCIAL COMPANY BY THE REGISTRAR

Thank you for your request on how to restore an extraprovincial company under section 356 of the *Business Corporations Act* (the Act).

WHO CAN APPLY?

Full Restorations:

This information package outlines the steps for a **registrar approved full restoration** of the registration of a foreign entity as an extraprovincial company by a related person (Part A) and for the conversion of a registrar approved limited restoration to a registrar approved full restoration by a related person (Part B).

A “related person” is defined as a director, officer or shareholder of the foreign entity or, in the case of a limited liability company, the limited liability company or a manager or member of the limited liability company. Refer to **Appendix B**.

The Act provides for two ways in which to restore the registration of a foreign entity as an extraprovincial company:

- 1) restoration approved by the registrar; and
- 2) restoration by the Supreme Court.

There are some instances where the registrar requires the authority of the court to restore the registration of a foreign entity as an extraprovincial company. In these instances it will be necessary to apply to the Supreme Court for an order to restore the registration. For example, if the cancellation occurred before the Act came into force March 29, 2004 and the application to restore is made more than ten years after the date of cancellation, then the application for restoration must be made to the court.

Another reason, to apply to the court is the distinction in the Act between a limited restoration and a full restoration. Only a “related person” (see definition above) can apply to the registrar for the full restoration of the registration of a foreign entity as an extraprovincial company. On the other hand a restoration application to the court provides for “an appropriate person to make the application”. Therefore, an applicant who is not related to the company would have to apply to the court for a full restoration.

Further, if the extraprovincial company owned land at the time of its cancellation, that land escheats to the Crown under the *Escheat Act*. If the registration of a foreign entity as an extraprovincial company has been cancelled for **more** than two years, section 4(5) of the *Escheat Act* requires a court order for the vesting of the land back to the extraprovincial company. Therefore, it may be simpler to apply to the court for a court ordered restoration and include the vesting of the land in that same application to the court.

A restoration of an extraprovincial company that requires the approval of the Supreme Court is outlined in a separate information package. For an information package on how to apply for a court ordered restoration, please go to the Corporate Registry Web site at www.fin.gov.bc.ca/registries or contact us directly at 250 356-8626. If calling from the Greater Vancouver area, the direct dial free line is 604 775-1047.

Limited Restorations:

Information is also available on our Web site on how to restore an extraprovincial company for a limited period. When the limited period expires, the extraprovincial company is cancelled again.

PART A REGISTRAR APPROVED FULL RESTORATION

STEP ONE

The first step in restoration is to ensure the name of the foreign entity is available. As the name is no longer protected once it is cancelled, the original name may not be available for restoration. If that name is not available, the foreign entity may reserve and adopt an assumed name for use in B.C.

The Name Approval Request form is attached. The filing fee for this form is \$30.

Please enter on the Name Approval Request form in the “Additional Information” section the word “Restoration”.

A name reservation is not required if the foreign entity is a federal corporation and Step One can be omitted. This information must be indicated on the Restoration Application in Item C.

You can apply for your name in the following ways:

BY GOVERNMENT AGENT: Visit your local Government Agent's office. Upon payment of the specified fee, they can provide you with the Name Approval Request form and will submit your request to the Name Reservation Unit for examination, at the Corporate Registry. For a location near you, go to www.governmentagents.gov.bc.ca

BY ONESTOP KIOSK: Visit your local OneStop kiosk. Upon payment of the specified fee, they can provide you with the Name Approval Request form and will submit your request to the Name Reservation Unit for examination, at the Corporate Registry. User fees may apply. For a location near you, go to www.bcbusinessregistry.ca

BY BC ONLINE: If you have a BC OnLine account you can submit your request electronically.

BY MAIL: Submit your Name Approval Request form, with fee by cheque or money order payable to the Minister of Finance, to the Corporate Registry, PO Box 9431 Stn Prov Govt, Victoria BC V8W 9V3.

Note: You should allow for an additional 5 to 7 working days for your name approval to be processed if you choose to submit by mail.

For information regarding completion of your Name Approval Request form, contact the Corporate Registry at **250 356-2893**. If calling from the Greater Vancouver area, the direct dial free line is **604 775-1044**. Corporate Registry staff **cannot** provide legal or business advice.

The Restoration Application and any other restoration documents required by the registrar cannot be processed until the name has been approved and reserved.

Note: Once your name is approved, it is reserved for you for a period of 1 year plus 56 calendar days.

STEP TWO

The applicant for restoration must publish in the British Columbia Gazette, notice that an application to restore the registration of a foreign entity as an extraprovincial company will be made to the registrar.

For information on the gazetting process, including the publication deadline date (notices must reach the British Columbia Gazette, no later than 1:30 p.m. on the date indicated on their Insertion Schedule) and the fees required, contact the Queen's Printer. The phone number is 250 387-4191, the fax number is 250 387-1120 or mail to PO Box 9452 Stn Prov Govt, Victoria BC V8W 9V7 or visit their Web site at www.publications.gov.bc.ca

Sample wording for the gazette notice for a Restoration Application:

RESTORATION APPLICATION

Take notice that a restoration application will be made to the registrar of companies to restore: ***[insert name reserved for the foreign entity], [insert registration number]***.

Dated at ***[insert city]***, B.C., this ***[insert day]*** day of ***[insert month]***, ***[insert year]***. – ***[insert name of person applying for gazette notice], [insert relationship to the foreign entity]***

A copy of the British Columbia Gazette publication containing your notice will be mailed to you by Queen's Printer.

Enter the date of publication in Item H of the Restoration Application you submit to the Corporate Registry (see Step Three). The applicant for restoration must also mail a notice of the application for restoration to the last address shown as the mailing address of the registered office of the extraprovincial company or, if the mailing address is not shown, to the last address shown in the Corporate Register. This notice can be a copy of the notice placed in the British Columbia Gazette (see above). A search to determine the last registered address can be made by contacting the Corporate Registry. BC OnLine clients can obtain a search online at www.corporateonline.gov.bc.ca Enter the date you mailed this notice to the company's registered office in Item H of the Restoration application you will submit to the Corporate Registry (see Step Three).

Note: If the extraprovincial company, at the time of cancellation, held land, an interest in land or personal property, refer to [Appendix A](#).

STEP THREE

The Restoration Application Full Restoration, Form 31, attached is to be completed and submitted to the Corporate Registry for filing. Other outstanding filings of Annual Reports, as well as the appropriate fees, must accompany the Restoration Application. All filings must include the fees as follows:

Restoration Application	\$350.00
Each Annual Report	\$ 43.39
Priority Service (optional)	\$100.00

PART B CONVERSION OF LIMITED REGISTRAR APPROVED RESTORATION TO FULL REGISTRAR APPROVED RESTORATION

All filings are processed on a first-come, first-served basis unless you pay an additional priority fee. If you wish the filings to be processed on a **priority basis**, an **additional \$100 for each service** will be required. If the filings are being submitted on a priority basis, clearly indicate on both the envelope and the filings that the submission is a priority.

Prior to a limited restoration expiring, an application for a full restoration of the registration of a foreign entity as an extraprovincial company may be made to the registrar. To convert a limited restoration to a full restoration, complete Step Two through Four of Part A. Step One is eliminated because it was already completed as part of the application for a limited restoration.

A priority service is considered completed when the document is filed or the service request is completed. Turnaround is usually within 24 hours.

Note: If a document to be filed has errors and requires correction, then those corrections must be made and returned to this office within the 24 hour period to maintain priority status.

PART C ADDITIONAL INFORMATION

For information regarding completion of your restoration documentation, contact the Corporate Registry at **250 356-8626**. If calling from the Greater Vancouver area, the direct dial free line is **604 775-1047**. Corporate Registry staff **cannot** provide legal or business advice.

Send your filings, with cheque or money order payable to the Minister of Finance, to:

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

STEP FOUR

Once the Restoration Application, and any other outstanding filings such as Annual Reports, meet all requirements and have been filed, the company will be restored. See Item H of the Restoration Application for the conditions on the effective date of restoration.

Once the extraprovincial company is restored, the registrar will:

- Publish notice of the restoration, extension or conversion on the Queen's Printer Web site www.qplegaleze.ca
- Issue a certificate and, if requested to do so, provide a certified copy of the Restoration Application to the extraprovincial company at the head office mailing address.
- Issue a copy of the certificate to the applicant at the address indicated on the Restoration Application.

ESCHEAT CLAIMS BACKGROUND INFORMATION

When Issues Involving Escheats Arise

Issues involving escheats arise in a variety of situation. Probably the most frequent situation is when a corporation is dissolved for failure to file annual reports and, at the time of dissolution, held land, an interest in land or personal property. Occasionally, situations occur where someone dies without a will and no one exists who would be entitled to the estate.

The Crown is the owner of otherwise ownerless property, by Crown prerogative. *The Escheat Act*, R.S.B.C. 1996, c.120, codifies parts of the common law.

If the corporation is extraprovincially registered, you should seek legal advice.

Options for the Applicant in Escheat Matters

Section 4(1) of the *Escheat Act* provides that land in British Columbia held by a corporation (includes an extraprovincial company) when it dissolves, escheats to the Crown, but section 4(3) provides that the government must not dispose of it for two years following the dissolution. Section 4(4) provides that if the corporation is restored within two years of its dissolution, the restoration has the effect as if the land had not escheated and subject to any court order to the contrary, the land re-vests in the corporation.

Applicants who are dealing with a dissolved corporation may have the option of applying to the court for an order to restore the corporations. Where the dissolved corporation was the owner of land upon dissolution, it is important to ensure that the court order addresses the vesting of the land back to the dissolved corporation upon restoration.

A second option to deal with land that was held by a corporation which has dissolved is to proceed with an application for a Ministerial Order through the Escheats Office. Such an application requires approval of the Attorney General or Deputy Attorney General. This process generally takes a number of weeks.

Seek Legal Advice

The Escheats Office strongly recommends that applicants seek independent legal advice on how to proceed with any escheat matter.

FOR FURTHER INFORMATION, contact:

Ministry of Attorney General
Legal Services Branch, Escheat Officer
PO Box 9280 Stn Prov Govt
Victoria, BC V8W 9J7
Phone: 250 356-8819
Fax: 250 387-0700

BUSINESS CORPORATIONS ACT (RSBC 202) Chapter 57

Part 10 – Liquidation, Dissolution and Restoration

Division 11 – Restoration

Section 356 – Applications to the registrar for restoration

Applications to the registrar for restoration

- 356** (1) A person may apply to the registrar to restore a company or to restore the registration of a foreign entity as an extraprovincial company.
- (2) An application may be made under subsection (1)
- (a) for a full restoration, by a related person, or
 - (b) for a limited restoration, by any person.
- (3) In order to apply for restoration under this section, an applicant must provide to the registrar the records and information the registrar may require and must submit to the registrar for filing
- (a) a restoration application in the form established by the registrar, and
 - (b) any other records the registrar may require.
- (4) An application to the registrar under subsection (1)
- (a) must, if the dissolution of the company or the cancellation of the registration of the foreign entity occurred before the coming into force of this Act, be made within 10 years after the dissolution or cancellation, or
 - (b) may, in any other case, be made at any time.

NAME APPROVAL REQUEST INSTRUCTIONS

IMPORTANT – READ CAREFULLY

GENERAL

This form is used for the approval of all corporate and business names in British Columbia.

The first step in incorporation (company, society, cooperative association, financial institution) or registration of firms (partnership, proprietorship) or extraprovincial companies, is the approval of the name through the Names Unit of the Registrar of Companies.

Once your name is approved, it is reserved for you for a period of 56 calendar days. Any renewals of the reservation period will require payment of another reservation fee.

If you need assistance call our help telephone number at 250 356-2893.

Once your name is reserved, the next step is to submit the necessary information to incorporate a company or society, register a proprietorship, partnership or limited partnership or register a foreign entity as an extraprovincial company.

Please go to the Corporate Registry's Web site for information on how to incorporate or register, as well as information on other services provided by the Corporate Registry.

The Web site address is: www.fin.gov.bc.ca/registries.

Approval of a name by the Registrar for either a corporation or a firm does not provide a proprietary right or interest in the name under any circumstances. It is intended solely to protect the public interest by:

- preventing names of corporations which are so similar as to confuse or mislead; and
- providing a record which allows the public to determine which individuals are associated with a corporation or firm name.

A corporation or a firm name may be registered under the same name as another firm. As a result there are many duplications of firms names, however, a firm or a corporation name will **not** be accepted if it can be confused with another corporate name.

FIRM NAMES

(partnership, proprietorship, limited partnership)

Registration of a firm does not provide any protection for that name and does not mean that the name will be available if you decide to incorporate a company using this name.

RESEARCH YOUR CHOICES

The Names Examiner searches the Corporate Register only. This register includes the names of corporations incorporated or registered extraprovincially in British Columbia. It does not include names of British Columbia firms, trademarks or corporations registered outside British Columbia. If you want to ensure your name is protected, you may wish to search other jurisdictions in Canada. Most public business and trademark registers in Canada are reflected in the NUANS database, which may be searched for a fee through private search firms.

The approval of any name is at the discretion of the Registrar. You are paying for three choices. **Do not commit to any name before it is approved.** Provide three choices for each company you wish to name, in descending order of preference. Check them out for potential conflicts through telephone listings, business directories and other publications.

Occasionally this office will reject all three of your choices. If that happens, it will be necessary for you to complete another Name Approval form with three more choices and submit it to this office with another reservation fee.

FEES

The payment of fees in advance is a mandatory requirement of doing all business with the Registrar of Companies office.

Applicants are urged to consult the current Fee Schedule.

Payment of the wrong amount is a common cause for the rejection of name requests. Cheques and money orders are to be made payable to the Minister of Finance.

PRIORITY SERVICE

Names are processed in the order of time of receipt. Upon request and on payment of an additional fee, an application will be processed in priority to others, normally within 24 hours of receipt.

PROCESS

This form allows you to make a maximum of three choices, **in order of preference**, for each name approval. If you wish to have more than one name approved, you must complete an additional form and pay another fee. Your first choice for a name may be approved, if available, and held for a period of **56 calendar days**. Any renewals of the reservation period will require payment of another reservation fee. **Your 2nd and 3rd choices are not examined unless the initial choice of name is not available.** Regardless of whether your three choices are all examined or not, the full fee is charged.

A name approval request may be made on this form, or in writing with the same information as is required on this form.

You can apply for your name in the following ways:

BY GOVERNMENT AGENT: Visit any Government Agent who will transmit the request to the Registrar. For locations go to www.governmentagents.gov.bc.ca

BY ONESTOP KIOSK: Visit your local OneStop kiosk location. They will transmit the request to the Registries. User fees may apply. For locations go to www.bcbusinessregistry.ca

BY MAIL: Names Unit, Registrar of Companies
PO Box 9431 Stn Prov Govt
Victoria BC V8W 9V3

You can also apply for your name by visiting the Names Unit in Victoria, located on the 2nd Floor of 940 Blanshard Street.

Results will be confirmed in the same manner as the application was made.

NAME COMPONENTS

In assessing names, the Registrar's staff analyze them according to their constituent components. The form of name acceptable in principle consists of a distinctive element, followed by a descriptive element and ending with a corporate designation (if applicable).

e.g. ABC Manufacturing Ltd.



DISTINCTIVE ELEMENT

The distinctive element serves to differentiate names having identical or similar descriptive elements, and for that reason, is the **most important** element to be examined in the name.

Names such as "Tire Shop Ltd." and "Shoe Store Ltd." lack an appropriate distinctive element and would be rejected for that reason.

They would be acceptable, if prefixed with an additional distinctive element (e.g. coined word, geographical location or personal name) that would distinguish them from all the other tire shops and shoe stores.

e.g. **Vancouver Tire** Shop Ltd. **Sandell's Shoe** Store Ltd.

Coined and made-up words are acceptable distinctive elements, provided they do not conflict with others already registered.

e.g. **Intertex** Enterprises Ltd. **Fabuform** Diet Centre Ltd.

A coined word, used in addition to a geographical location (e.g. Altrex Canada Ltd.), is normally considered sufficiently distinctive by itself that a descriptive element is not usually required.

DESCRIPTIVE ELEMENT

The descriptive element is useful in describing the nature of the business as well as expanding the options available. It allows for use of identical or similar distinctive elements, which might be desirable in developing a particular presence in the marketplace.

e.g. Victoria **Brake Shop** Ltd. Victoria **Stationery** Ltd.

CORPORATE DESIGNATION

Incorporating companies **must have as the last word in the name**, the corporate designation, “Limited”, “Limitee”, “Incorporated”, “Incorporee” or “Corporation”.

For all purposes, using the abbreviations of these words (e.g. “Ltd.”, “Ltee.”, “Inc.” or “Corp.”) is acceptable.

The corporate designation is **not** applicable to a firm name, society or cooperative name.

Firm names for partnerships and proprietorships **cannot** use “Ltd.”, “Inc.” or “Corp.” in their names, but they may use “Company” or “Co.”

Societies should have the designation “Society” or “Association” as the last word in their name. Companies are precluded from the use of these words in their names.

Cooperatives should use the word “Cooperative” in their name and may also use “Association”, “Society”, “Union” and “Exchange”.

A specially limited company must use the bracketed words “(Non-Personal Liability)” or “(N.P.L.)”, following the corporate designation.

SINGLE WORD NAMES

Single word names (such as International Limited) are normally not sufficiently distinct from other names containing the same word and generally will not be approved.

An exception may be allowed if the proposed, single-word name contains a coined word that has been trademarked and evidence of the trademark is presented with the name request. Each case will be determined on its merits.

Obvious contractions of common words (e.g. Petrochem, being a contraction of petroleum and chemical) are not considered to be coined words for the purposes of single-word names.

NUMBER NAMES

Numerals may be used in company names as the distinctive element. A year may be used in a name provided that it is the year of incorporation, amalgamation or registration.

e.g. 123456 Enterprises Ltd. Pacific Enterprises (1997) Ltd.

The incorporation number may be used as the name of a British Columbia company. The accepted format is “345678 B.C. Ltd.”.

A name reservation or fee is not required for B.C. companies using just their incorporation number. The name will be given according to the next available number at the time of incorporation.

Numbered companies from other jurisdictions, continuing into British Columbia and wishing to retain their numbered names, will be required to conform with the name requirements of this province.

PERSONAL NAMES

In most cases, a natural person’s full name will be considered to be sufficiently distinctive and therefore acceptable.

e.g. Bill Brown Ltd. John Smith Inc.

Two surnames, or initials with a surname, are normally accepted.

e.g. Brown, Green Inc. J.R. Black Corp.

WELL KNOWN NAMES

Names, which include well known trade names and trademarks, will not be allowed without the advance written consent of the holder.

e.g. Exxon, Xerox, Coke

EXTRAPROVINCIAL NAMES

Special consideration will be given to established extraprovincial companies applying for registration in the province, provided there is not a direct conflict in names.

SPECIAL CHARACTERS

The use of special characters (such as % or *) should be avoided in corporate and business names.

Some special characters may not be recognized by computer, will not print accurately and may not be allowed.

The “ç” symbol will not be approved in a name under any circumstances.

NO SUGGESTION OF GOVERNMENT CONNECTION

The word “government” (in either its English or French form) will not be allowed. Other words which might imply connection with, or endorsement by, any government require written consent of that government. Examples of other words which imply government connection are “ministry”, “bureau”, “secretariat”, “commission” and “certified”.

The use of “British Columbia” or “BC” as the distinctive element in any name is considered to imply connection with the Government of the Province of British Columbia. Use will be accepted only on the written consent of that government, usually obtained from the Protocol Office, Intergovernmental Relations Secretariat, after the name has been approved by the Registrar.

Use of the words “British Columbia” and “BC” will be accepted without consent, if they are placed at the end of a name and before the corporate designation.

e.g. Pacific Warehouse Storage BC Ltd.

NO SUGGESTION OF CONNECTION WITH CROWN OR ROYAL FAMILY

A name which suggests or implies a connection with the Crown, any living member of the Royal family, or endorsement by the Crown or Royal family will not be accepted without the written consent from the appropriate authority after the name has been approved by the Registrar.

e.g. Prince Charles Tea Room Ltd.

This does not apply to references in a name to geographical locations such as Prince George, Prince Rupert and references to New Westminster as the Royal City.

The use of the words “Crown” or “Royal” in combination with another word(s) that does not imply connection with the Crown or Royal family may be allowed.

e.g. Triple Crown Painting Ltd. Royal Star Holdings Ltd.

OBJECTIONABLE NAMES

Names that are considered to be objectionable on public grounds will not be accepted.

A name will not be approved if it includes a vulgar expression, obscene word or connotation, racial, physical or sexual slur.

The use of names of public figures will not be accepted without the advance written consent of the person named.

GUIDELINES

This abbreviated information is provided for convenience only. Corporate and business law is complicated, and there can be no substitute for sound professional advice. Neither the Registrar of Companies nor the Ministry of Finance can accept responsibility for any errors or omissions in this information.

HELP IS AVAILABLE

For assistance or further information, please call 250 356-2893.



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

NAME REQUEST

NAME
 APPROVAL NUMBER

NR

Important: Use this number on all documents and in the electronic submission of documents.

Phone: 250 356-2893 or
 604 775-1044 (Greater Vancouver only)

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 *Company 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 retain the yellow copy for your records. The Name Reservation Office will notify you by letter once your request is completed.
- **Please type or print clearly.**
- **SHADED AREAS ARE FOR OFFICE USE ONLY.**

PRIORITY REQUEST – Additional fee required	
<input type="checkbox"/> YES – This is a priority request and I have enclosed an additional fee for this service.	
ROUTING SLIP NO.	DEBIT BCOL ACCOUNT NO.
FOLIO NO.	DEPOSIT ACCOUNT TRANSACTION NO.
GOVT. AGENT TRANSACTION DATE YYYY MM DD	DATE RECEIVED YYYY MM DD
GOVT. AGENT TRANSACTION NO.	GOVT. AGENT AMOUNT COLLECTED \$

APPLICANT SURNAME FIRST NAME AND INITIALS

ADDRESS

CITY PROVINCE POSTAL CODE

APPLICANT PHONE NO. APPLICANT FAX NO. CONTACT PERSON NAME

Indicate what the name request is for: (In order for this request to be completed, one box must be (✓) ticked)

CORPORATION PROPRIETORSHIP/PARTNERSHIP SOCIETY FINANCIAL INSTITUTION COOPERATIVE ASSOCIATION

Is this request for an extra provincial registration in B.C.? <input type="checkbox"/> YES <input type="checkbox"/> NO	IF YES, SUPPLY THE JURISDICTION	NATURE OF BUSINESS
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ADDITIONAL INFORMATION

Name Request (*first choice*) **PLEASE TYPE OR PRINT CLEARLY**

Name Request (*second choice*) **PLEASE TYPE OR PRINT CLEARLY**

Name Request (*third choice*) **PLEASE TYPE OR PRINT CLEARLY**



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

ANNUAL REPORT
FORM 35
EXTRAPROVINCIAL COMPANY

Section 380 *Business Corporations Act*

Telephone: 250 356-8626

DO NOT MAIL THIS FORM to the Corporate and Personal Property Registries unless you are instructed to do so by registry staff. The Regulation under the *Business Corporations Act* requires the electronic version of this form to be filed on the Internet at www.corporateonline.gov.bc.ca

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.

A REGISTRATION NUMBER OF EXTRAPROVINCIAL COMPANY

B NAME OF EXTRAPROVINCIAL COMPANY

C REGISTRATION DATE IN BC	D DATE OF ANNUAL REPORT
YYYY / MM / DD	YYYY / MM / DD
_____	_____

E FOREIGN JURISDICTION INFORMATION

Extrajurisdictional company's current jurisdiction _____

Extrajurisdictional company's date of incorporation, continuation, amalgamation or organization in current jurisdiction _____ YYYY / MM / DD

Extrajurisdictional company's identifying number in current jurisdiction _____

F COMPANY CHANGES

An extrajurisdictional company must file with the registrar a notice of any change to the information shown in the corporate register.

If there has been any change to the following:

- the extrajurisdictional company's jurisdiction, either by way of continuation, amalgamation or similar process;
- the identifying number or name of the extrajurisdictional company; or,
- the mailing or delivery address of the head office or any attorney;

please visit our Web site at www.fin.gov.bc.ca/registries or phone 250 356-8626 for information on how to file these changes.

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

NAME OF AUTHORIZED SIGNING AUTHORITY FOR THE EXTRAPROVINCIAL COMPANY	SIGNATURE OF AUTHORIZED SIGNING AUTHORITY FOR THE EXTRAPROVINCIAL COMPANY	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

RESTORATION APPLICATION
FULL RESTORATION
FORM 31
EXTRAPROVINCIAL COMPANY
 Section 356 & 360 *Business Corporations Act*

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.

If you are applying to convert a limited restoration to a full restoration, please visit our Web site at www.fin.gov.bc.ca/registries or phone 250 356-8626 for instructions.

INSTRUCTIONS:

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

- Item A** The registration number is the number assigned to the foreign entity when it is registered as an extraprovincial company in BC.
- Item B** Enter the name of the extraprovincial company exactly as it was shown on the Certificate of Registraion at the time its registration was cancelled.
- Item C** Enter the name reserved for the foreign entity. This name would be the foreign entity's name in its home jurisdiction OR, if that name is not available, the assumed name reserved for the foreign entity. A name reservation is not required if the foreign entity is a federal corporation.
- Item D** Enter the identifying number in the foreign entity's current jurisdiction.
- Item E** If the applicant is a corporation or firm, enter the full name of the corporation or firm.
- Item H** Complete this Item if the restoration has not been approved by the court.
- Item I** Complete this Item if the restoration has been approved by the court.

- Item J** Enter the delivery address 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 K** Optional if the foreign entity's head office is in BC. An attorney may be an individual or a BC company. If the attorney is a BC company, enter the full name of the BC company.
- Item L** Enter the mailing and delivery address for the attorney. This delivery address 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. The delivery address must not be a post office box.
- Item M** If the applicant is a corporation or firm, this form must be signed by an authorized signing authority for that corporation or firm.

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 REGISTRATION NUMBER IN BC

B NAME OF EXTRAPROVINCIAL COMPANY AT THE TIME THE REGISTRATION WAS CANCELLED

C NAME RESERVED FOR THE FOREIGN ENTITY

Complete 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 _____.

D CORPORATE NUMBER IN FOREIGN ENTITY'S JURISDICTION

Corporate number assigned to the foreign entity by its current jurisdiction _____.

E FULL NAME OF APPLICANT

LAST NAME

FIRST NAME

MIDDLE NAME

CORPORATION OR FIRM NAME

F MAILING ADDRESS OF APPLICANT

PROVINCE/STATE

COUNTRY

POSTAL CODE/ZIP CODE

G RELATIONSHIP OF APPLICANT TO THE FOREIGN ENTITY – Check applicable box:

I am related to the foreign entity and I am:

 the foreign entity that is to have its registration restored as an extraprovincial company by this application a shareholder of the foreign entity a member if the foreign entity is a Limited Liability Company a director of the foreign entity a manager if the foreign entity is a Limited Liability Company a person ordered to be a related person by the court under section 360(2)(a) or 361(2)(a) an officer of the foreign entity**COMPLETE SECTION H OR I, BUT NOT BOTH****H DATE OF RESTORATION – Complete this Item if restoration is to be approved by the registrar.**

The registration of the extraprovincial company will not be restored until 21 days after the later of the following two dates (both dates must be entered):

The date the Notice of the Application for Restoration was published in the BC Gazette.

YYYY / MM / DD

The date the Notice of the Application for Restoration was mailed to the extraprovincial company.

YYYY / MM / DD

I DATE OF RESTORATION – Complete this Item if restoration is approved by court order. Choose *one* of the following: I have obtained a copy of an entered court order approving the full restoration. I have obtained a copy of an entered court order approving the conversion of a limited restoration to a full restoration.**J 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

K NAME OF ATTORNEY(S) IF ANY – Attach additional sheet if required.

LAST NAME

FIRST NAME

MIDDLE NAME

COMPANY NAME

L ATTORNEY(S) ADDRESSES

DELIVERY ADDRESS OF ATTORNEY

PROVINCE

POSTAL CODE

BC

MAILING ADDRESS OF ATTORNEY

PROVINCE

POSTAL CODE

BC

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

NAME OF APPLICANT

SIGNATURE OF APPLICANT

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

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 Number 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.