

# INFORMATION AND GUIDELINES (Incorporation and Organization)

## 1. INCORPORATION

- 1.1 Legal person type  corporation governed by the *B.C.A.* (Quebec)
- 1.2 Effective date if subsequent to filing of articles: \_\_\_\_\_
- 1.3 Date of organization meeting if subsequent to date of incorporation: \_\_\_\_\_

## 2. BUSINESS ACTIVITIES

- 2.1 Area and type of principal activity: \_\_\_\_\_  
Area and type of secondary activity (if any): \_\_\_\_\_
- 2.2 Do the business activities of the other principal places of business (see item 5 hereunder) of the legal person differ from those of its head office?  yes  no
- 2.3 Limitation(s) imposed on the activities, if any: \_\_\_\_\_

## 3. CORPORATE NAME

- 3.1 Designating number requested as corporate name:  yes (proceed to section 5 "Head Office")  
 no (answer questions 3.2 et seq.)
- 3.2 Corporate name requested: \_\_\_\_\_
- 3.2.2 Research report annexed:  yes (answer questions 3.2.2a) and b) and proceed to section 5 "Head Office")  
 no (answer questions 3.2.3 et seq. and proceed to section 5 "Head Office")
- a) Corporate name reservation no.: \_\_\_\_\_
- b) Corporate name reservation date: \_\_\_\_\_
- 3.2.3 Request for corporate name search report (provincial):  yes  
 no
- 3.2.4 Request for corporate name search report (federal):  yes  
 no
- 3.4 Consent to the use of the name required:  yes (if so, specify the name of the signing officer): \_\_\_\_\_  
 no

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3.5 Existing corporate name:  yes (if so, corporate name must be dissolved) \_\_\_\_\_  
 no

3.6 Existing corporation or corporation:  yes  no

If so, name changed for: \_\_\_\_\_

Dissolution to take effect on: \_\_\_\_\_

### 4. OTHER NAMES USED

4.1 List of other names: a) \_\_\_\_\_  
b) \_\_\_\_\_  
c) \_\_\_\_\_

### 5. HEAD OFFICE AND OTHER PRINCIPAL PLACES OF BUSINESS

5.1 Address of head office: \_\_\_\_\_  
\_\_\_\_\_

5.2 Address of correspondence: \_\_\_\_\_  
\_\_\_\_\_

5.3 Specify any other places of business of the legal person in Québec, if any:

5.3.1 Address: \_\_\_\_\_  
\_\_\_\_\_

Nature of operations: \_\_\_\_\_ Name used: \_\_\_\_\_

5.3.2 Address: \_\_\_\_\_  
\_\_\_\_\_

Nature of operations: \_\_\_\_\_ Name used: \_\_\_\_\_

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## 6. PLACES OF BUSINESS OUTSIDE QUÉBEC

6.1 Will the legal person have places of business outside Québec?

yes (answer questions 6.2 and 6.3)

no

6.2 If so, specify the legal person's places of business outside Québec:

6.2.1 Address: \_\_\_\_\_  
\_\_\_\_\_

Nature of operations: \_\_\_\_\_ Name used: \_\_\_\_\_

6.2.2 Address: \_\_\_\_\_  
\_\_\_\_\_

Nature of operations: \_\_\_\_\_ Name used: \_\_\_\_\_

6.3 Should we register the business?  yes  no

If so, name and address of agent: \_\_\_\_\_

Names used outside Québec \_\_\_\_\_

## 7. SHARE CAPITAL

7.1 Maximum number of shares that the legal person is authorized to issue: \_\_\_\_\_

7.2 Document to complete:  Standard version

(see document CS0410a or CS0430a)

Customized version (see Schedule 1)

Other guidelines concerning part 7: \_\_\_\_\_

\_\_\_\_\_