

ORGANIZATION CHECKLIST

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INSERTION IN THE BOOK

✓

Certificate of incorporation

Notice of the address of the head office

List of directors

RESOLUTIONS

✓

Resolutions of the directors (before the shareholders meeting)

Specimen of the share certificates according to the share capital

Term sheet

Resolutions of the shareholders

Resolutions of the directors (after the shareholders meeting)

Resolutions of the shareholders not entitled to vote – Exemption from audit requirements

BY-LAWS

✓

By-law relating to internal affairs of the Corporation (By-Law No. 1)

Borrowing By-law (By-Law No. 2)

Banking By-law (By-Law No. 3)