

ORGANIZATION CHECKLIST

ORGANIZATION CHECKLIST

INSERTION IN THE BOOK

Certificate of incorporation

Notice of the address of the head office

Notice of the composition of the Board of Directors or List of directors

RESOLUTIONS

Resolutions of the directors (before the shareholders meeting)

Specimen of the share certificates according to the share capital

Offers to subscribe

Declaration by the sole shareholder

OR

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)