

INFORMATION AND GUIDELINES (Incorporation and Organization)

1. INCORPORATION

- 1.1 Corporation governed by the *Canada Business Corporations Act*, RSC 1985 c C-44 (hereinafter “**CBCA**”)
- 1.2 Effective date if subsequent to filing of articles: _____
- 1.3 Date of organizational meeting: _____

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 part 5 below) of the corporation differ from those of its registered office? yes no
- 2.3 Restrictions(s) imposed on the activities (if any): _____

3. CORPORATE NAME

- 3.1 Designating number requested as corporate name: yes (proceed to part 5 “Registered Office”) no (answer questions 3.2 et seq.)
- 3.2 Corporate name requested: _____
- 3.2.1 Search report attached: yes (answer questions 3.2.1 a) and b) and proceed to part 5 “Registered Office”) no (answer questions 3.2.2 et seq. and proceed to part 5 “Registered Office”)
- a) Corporate name - reservation no.: _____
- b) Corporate name - reservation date: _____
- 3.2.2 Request for corporate name search report federal and provincial: yes no
- 3.3 Consent to use of the name required: yes (answer 3.3.1 or 3.3.2) no (proceed to part 4 “Other Names Used”)
- 3.3.1 Corporate name to be dissolved: _____
- 3.3.2 Existing corporation: _____
- a) Name changed to: _____
- b) Dissolution to take effect on: _____

4. OTHER NAMES USED

- 4.1 List of other names: a) _____
b) _____
c) _____

5. REGISTERED OFFICE AND OTHER PRINCIPAL PLACES OF BUSINESS

5.1 Address of registered office: _____

5.2 Address for correspondence (if different): _____

5.3 If applicable, identify the corporation's other places of business in the province:

a) Address: _____

Nature of operations: _____ Name used: _____

b) Address: _____

Nature of operations: _____ Name used: _____



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6. PLACES OF BUSINESS OUTSIDE QUEBEC

6.1 Will the corporation have places of business outside Quebec?

- yes (answer questions 6.2 and 6.3) no (proceed to part 7 "Share Capital")

6.2 If so, identify the corporation's places of business outside Quebec:

a) Address: _____

Nature of operations: _____ Name used: _____

b) Address: _____

Nature of operations: _____ Name used: _____

6.3 Necessary to register the business? yes no

If so, name and address of agent: _____

7. SHARE CAPITAL

7.1 Maximum number of shares that the corporation is authorized to issue: _____

7.2 Document to complete: Standard version (see CS0430aF "Share Capital (3 Classes)" or CS0440aF "Share Capital (5 Classes)" CS0450aF "Share Capital (9 Classes)")

Customized version (see Schedule 1)

Other guidelines regarding share capital: _____

8. RESTRICTIONS ON SHARE TRANSFER

8.1 Document to complete: Standard version (see document CS0510aF "Share Transfer Restriction")

Customized version (see Schedule 2)