



Statement of Extra-Provincial Registration

Public (when completed)

Business Corporations Act
Section 280

This information is collected, used and may be publicly disclosed in accordance with s. 33(a,c), 39(1)(a,c) and 40(1)(c,e,f) of the *Freedom of Information and Protection of Privacy Act*; the *Business Corporations Act* and the *Common Business Number Act*. It is required to register an extra-provincial corporation so that it may lawfully carry on business in Alberta. Questions can be directed to the Service Alberta Contact Centre at cr@gov.ab.ca or 780-427-7013 (toll-free 310-0000 within Alberta).

1. Name of Corporation

2. Head Office Address Inside or Outside Alberta

Street or Mailing Address

City or Town

Province/U.S. State

Postal/Zip Code

Country (outside Canada or the U.S.)

3. Corporation Email Address (mandatory)

4. Home Jurisdiction Information

Current Home Jurisdiction

Home Jurisdiction Registration Number

Business Number

Date of Formation in Home Jurisdiction

Principal Business

5. ☐ **The corporation confirms it is valid and subsisting in its home jurisdiction.**

6. If the corporation was ever incorporated or previously registered in Alberta, enter the following information:

Previous Name

Previous Corporate Access Number

7. Directors of Corporation

Last Name

First Name

Middle Name

Street or Postal Address

City or Town

Province/State/Country

Postal/Zip Code

8. Authorized Representative/Authorized Signing Authority for the Corporation

_____	_____	_____
Last Name	First Name	Middle Name (optional)
_____	_____	_____
Relationship to Corporation	Email Address (optional)	Phone Number (optional)
_____	_____	
Date of Submission yyyy-mm-dd	Signature	

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INSTRUCTIONS

Use this form to collect information to submit to an authorized [Corporate Registry service provider](#). The information will be filed with the Registrar of Corporations in accordance with the *Business Corporations Act*.

- Item 1. Enter the proposed name for the corporation. It must comply with Section 282 and 283 of the Act.
- Item 2. Enter the complete head office address of the corporation, including postal code. The head office is usually the registered address of the corporation in its home jurisdiction.
- Item 3. Enter the email address of the corporation (mandatory).
- Item 4. Enter the home jurisdiction information, the business number and the principal business of the corporation. Be as specific as possible in explaining what the corporation does.
- Item 5. The corporation must be valid and subsisting in its home jurisdiction in order for it to be registered in Alberta. Registration will be denied when the corporation is unable to confirm it is valid and subsisting in its home jurisdiction.
- Item 6. Enter the name and Alberta corporate access number when this extra-provincial corporation was previously registered or incorporated in Alberta.

NOTE: This corporation may apply for reinstatement in Alberta rather than apply for new extra-provincial registration when its previous Alberta registration was cancelled by the Alberta Registrar of Corporations under Section 285(1)(a) of the *Business Corporations Act* for failure to file a required document or notice in Alberta.

- Item 7. Enter the complete names and addresses of all directors of the corporation including the postal code.
- Item 8.
- Enter the first and last name of the authorized individual. The middle name is optional.
 - Select the appropriate relationship to the corporation.
 - Enter the telephone number of the signing authority.
 - Enter the email address of the signing authority.
 - Enter the date of submission.
 - Ensure the form is signed.

This statement must be submitted with the following:

- A copy of the corporation's charter and any amendments to that charter, certified by a corporation official, government official, or notary public.
- When the charter documents are from outside Canada and not written in English, an English translation must also be supplied and be certified by a corporation official or notary public.
- Notice of Attorney for Service.
- An [Alberta Name Search Report \(NUANS Report\)](#) for the proposed name, dated not more than 90 days from the date the Statement of Registration is submitted to your authorized service provider.
- The Alberta Name Search Report is not required when the extra-provincial corporation has a number name assigned by its home jurisdiction or when it is a federal corporation.

Business Number

The extra-provincial corporation may use either its Alberta corporate access number or its business number to submit future updates to Corporate Registry.

Note: The authorized representative of the corporation must present their identification to the Corporate Registry service provider in order to register this information.