

This information is collected in accordance with the *Business Corporations Act and Regulation*. It is required to confirm the corporation's ongoing existence and ownership. Collection is authorized under s. 33(a) of the *Freedom of Information and Protection of Privacy Act*. Questions about the collection can be directed to Service Alberta Contact Centre staff at cr@gov.ab.ca or 780-427-7013 (toll-free 310-0000 within Alberta).

1. Name of Corporation	2. Corporate Access Number

3. Date of Incorporation, Amalgamation, Continuance, or Registration in Alberta

_____ *yyyy-mm-dd*

4. Annual return for the year ending

_____ *yyyy*

5. Amended Annual Return (if applicable)

This annual return amends the report previously filed for the year ending _____ *yyyy*

6. Corporation Address

Street or Physical Location	City/Town	Province	Postal Code

There has been a change to the corporation's address or attorney information. It has not previously been reported to Corporate Registry. A Notice of Change of Address or Change of Attorney/Attorney Address is attached to this form.

7. Notice of Change of Directors

There has been a change to the corporation's directors. It has not previously been reported to Corporate Registry. A Notice of Change of Directors is attached to this form.

8. Current Shareholders: (check all options that apply)

- There are no shareholder changes since last reported.
- The name of a current shareholder(s) has changed since last reported.
- The address of a current shareholder has changed since last reported.
- There has been a change of one or more shareholders since last reported.

The current shareholders, for the year ending _____, are listed below.

Name

Last Name/Corporation Name	First Name	Middle Name

New Name (if applicable)

Last Name/Corporation Name	First Name	Middle Name

Address

Street/Postal Address			
City/Town	Province	Postal Code	Corporate Access Number <i>(if applicable)</i>

Percentage of Issued Voting Shares

_____ %

Name

Last Name/Corporation Name	First Name	Middle Name
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New Name *(if applicable)*

Last Name/Corporation Name	First Name	Middle Name
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Address

Street/Postal Address			
City/Town	Province	Postal Code	Corporate Access Number <i>(if applicable)</i>

Percentage of Issued Voting Shares

_____ %

Name

Last Name/Corporation Name	First Name	Middle Name
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New Name *(if applicable)*

Last Name/Corporation Name	First Name	Middle Name
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Address

Street/Postal Address			
City/Town	Province	Postal Code	Corporate Access Number <i>(if applicable)</i>

Percentage of Issued Voting Shares

_____ %

9. Authorized Representative/Authorized Signing Authority for the Corporation

_____	_____
Last Name, First Name, Middle Name <i>(optional)</i>	Relationship to Corporation
_____	_____
Telephone Number <i>(optional)</i>	Email Address <i>(optional)</i>
_____	_____
Date of submission <i>(yyyy-mm-dd)</i>	Signature

Annual Return

BUSINESS CORPORATIONS ACT

INSTRUCTIONS

Use this form when the pre-printed form sent to the corporation from Corporate Registry was not received or cannot be located. The completed form must be submitted to an authorized [Corporate Registry service provider](#). The information will be filed with the Registrar of Corporations in accordance with the *Business Corporations Act*.

The shareholder information on an annual return must be current as of the last day of the corporation's anniversary month. An amended annual return can be submitted when the most recently-filed annual return contained incorrect shareholder information.

A corporation must file an annual return every year, even if there have not been any shareholder changes. Failure to file the annual return could result in the corporation's dissolution or cancellation of registration.

- Item 1. Enter the full, legal name of the corporation.
- The corporation name appears on any certificate issued by the Registrar of Corporations.
- Item 2. Enter the corporate access number of the corporation. The corporate access number appears on every certificate or document issued by the Registrar of Corporations.
- Item 3. Enter an Alberta corporation's date of incorporation, amalgamation, or continuance. The date appears on the certificate issued by the Registrar of Corporations.
- Item 4. Enter the annual turn year end.
- For an Alberta corporation, the annual return year end is the end of the anniversary of the month of incorporation or amalgamation.
 - e.g. If the corporation was incorporated on March 20, 2014, the annual report year ending is March 31 of each following year.
 - For an extra-provincial corporation, the annual return year end is the end of the anniversary of the month or registration in Alberta.
- Item 5. Insert a checkmark in this space when the form is for an amended annual return, i.e. a document that provides correct, replacement information for a previously-filed annual return.
- Enter the year for the annual return which is being replaced by this annual return.
 - When an amended annual report is for a year previous to the last annual return filed, send a signed copy of the amended annual return to directly to Corporate Registry for processing. Address: Box 1007 Station Main, Edmonton AB T5J 4W6.
- Item 6. Enter the current address of the corporation.
- For Alberta corporations, enter the most recently-filed registered office and/or mailing address.
 - When there has been of change of address for Alberta corporations, enter a checkmark and complete and submit a [Notice of Change of Address](#).
 - For an extra-provincial corporation, the annual return year end is the end of the anniversary of the month or registration in Alberta.
 - For extra-provincial corporations, enter the most recently-filed attorney name and address.
 - When there has been a change of attorney or attorney address for an extra-provincial corporation, enter a checkmark and complete and submit a [Notice of Change of Attorney](#) or [Notice of Change of Attorney Address](#).
- Item 7. When there has been a change in the directors previously reported, enter a checkmark and complete and submit a [Notice of Change of Directors](#) or [Notice of Change of Address of Directors](#).
- Item 8. Enter a checkmark in the appropriate box to indicate whether or not there are any changes since shareholder information was last reported.
- Enter the full names and addresses, percentages of issued voting shares, and corporate access number (for corporation shareholders) for the shareholders holdings the five highest percentages of issued voting shares.
- Item 9.
- 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.

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