



Notice of Attorney for Service or Change of Attorney / Alternative Attorney

Business Corporations Act
Sections 280 and 288

This information is collected in accordance with the *Business Corporations Act*. It is required to register or update an extra-provincial corporation's attorney for the purpose of notice and service. 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: cr@gov.ab.ca or 780-427-7013 (toll-free 310-0000 within Alberta).

1. Name of Corporation

2. Corporate Access Number

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3. Attorney Status: (Check the appropriate box)

- Appointment of primary attorney
- Change of attorney
- Appointment of alternate attorney
- Change of alternate attorney
- Resignation of _____ as _____
Name of Attorney

Date of Resignation: (yyyy-mm-dd) _____

The attorney confirms that a 60-day resignation notice has been given to the extra-provincial corporation at its head office.

Revocation of appointment of _____ as _____
Name of Attorney

4. The corporation has appointed Vander Meulen Shannon Lynn
Last name First Name Middle Name (optional)
 of East Calgary Registry Inc. as the corporation's primary attorney.
Firm name (optional)

5. Full Address of Attorney

Street Address or Legal Land Description (<i>accessible to public</i>)	City/Town	Province	Postal Code
#244 1440 52 Street NE	Calgary	Alberta	T2A 4T8
Mailing Address (<i>if different from above</i>)	City/Town	Province	Postal Code

6. Attorney's Consent

Vander Meulen, Shannon, Lynn has consented to act as the
Name of Attorney (*last, first, middle*)

attorney of the above named corporation, as of _____
Date (yyyy-mm-dd)

7. Authorized Representative/Authorized Signing Authority for the Corporation

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

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BUSINESS CORPORATIONS ACT

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*.

For new registrations, Items 1, 3, 4, 5, 6 and 7 must be completed.

For changes, complete 1, 2, 3, 4, 5, 6 and 7.

- Item 1. Enter the corporation's full legal name in Alberta.
- Item 2. The Alberta corporate access number must be entered.
- It is printed on the certificate of registration and all other documents from Corporate Registry.
- Item 3. Check the appropriate box(es).
- Only one attorney appointment, resignation or change can be recorded per form.
 - Attorneys must be individuals.
 - A resigning attorney must confirm that at least 60 days' notice has been given to the extra-provincial corporation at its head office.
- Item 4. Enter the full name of the individual who has been appointed as the attorney or alternative attorney.
- Item 5. Enter the complete address of the attorney, including the postal code.
- This address must be accessible to the public and must be within Alberta.
 - If it is not a mailing address, give a mailing address as well, including the postal code.
- Item 6. Enter the full name of the attorney and the date the attorney consented to their appointment.
- The corporation must keep confirmation of the attorney's consent with the corporation's records.
- Item 7.
- 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.