

BUSINESS CORPORATIONS ACT
FORM 04 – NOTICE OF DIRECTORS

To the Registrar of Corporations:

1. _____
(corporation name)¹

2. The directors of this corporation are:

Name	Street Address	Postal Code

Dated this

D	D
---	---

 day of

M	M
---	---

, 20

Y	Y
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.

X _____
Authorized Original Signature of the Corporation

Name (type or print) Title ("Director", "Officer" or "Solicitor")

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Y	Y	Y	Y		M	M		D	D			
	Signature: X _____											
	REGISTRAR OF CORPORATIONS											

INSTRUCTIONS FOR COMPLETING THE FORM:

FORM 04 – NOTICE OF DIRECTORS

Please complete all sections. Forms should be completed electronically whenever possible to take advantage of dropdown menus and the adequate space provided for entering information in the designated fields. If completing the form by hand, ensure all hand-printed text remains within the provided fields. Otherwise, the application may be considered unacceptable for registration.

Section 1
Provide the full legal name of the corporation.
Section 2 – Newly Appointed Directors
Provide the full names (first and last) of persons who are directors of the corporation. For each director, include the residential address (complete postal and street address, including postal code). If a street address is not available, provide a physical location such as a house number or a legal property description (e.g., Lot, Block, and Plan). If there is insufficient space on the form, attach a schedule of additional directors and check the box to indicate that a schedule is attached. Also, include the date (year, month, day) on which each person was elected or appointed as a director.
Authorized Signature and Date
Include the full name of the authorized submitter, the submitter's signature, and the date of signing. Using the dropdown menu, select the submitter's title. The signature must not be a copy, stamp, or electronic signature.