

Saskatchewan Corporate Registry

Submission Cover Page

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A Submission Cover Page must be included with every set of forms submitted to the Corporate Registry.

FOR PROPER PROCESSING, PLEASE ENSURE ALL PAGES OF THIS FORM ARE SUBMITTED. FORMS WITH MISSING PAGES WILL BE RETURNED.

Fees

Submission Fee: (go to www.isc.ca/fees for the current fee information)

Priority Service:

Check box for \$500.00 optional additional fee

Priority submissions will receive immediate attention and will be reviewed within one business day after being received, where possible. If you are submitting multiple forms for a single entity, only one priority service fee is required. Check **Priority Service** box on each submission cover page.

TOTAL FEES:

Submissions will be returned if sufficient funds are not available at the time of processing.

Payment Methods

ISC offers the following methods of payment:

- Cheque or money order payable to Information Services Corporation
- On ISC account ISC Account Number:

To pay by credit card, call the Customer Support Team at 1-866-275-4721 to provide payment information and you must include the ISC Account Number provided on the line above.

<u>DO NOT</u> include your credit card information anywhere on these forms.

Paper Forms Submission Methods

The received date for the submission is the date the forms are received at ISC.

 Mail:
 Corporate Registry
 Fax:
 (306) 787-8999
 1301 – 1st Avenue,
 Regina, SK S4R 8H2

Customer Reference Number (optional)

Your Reference Number:

Did you know...most submissions are automatically registered when filed online at <u>corporateregistry.isc.ca</u> This includes Annual Returns, Annual Returns and Financial Statements, Business Name Renewals and most associated notice update submissions.

Visit our website or contact our Customer Support Team for more information:

www.isc.ca

1-866-275-4721

corporateregistry@isc.ca



1 ENTITY DETAILS		
Entity Number: Entity Name:		
2 AMENDM	ENT DETAILS	
 Instructions: If there are many 	ore than two (2) sectors being amended, please photocopy the next page before proceeding and attach to this form.	
► Sector		
Sector Name:		
Type of Amendme ► Select <u>only</u> one (1)		
► Select <u>only</u> one	(1) of the following:	
I certify that written consent of the owners of every unit has been obtained.		
🗌 I certify th		
 Written consents of 80% of the owners of units that are affected by the bylaws, have been obtained. 		
• A noti Regist	ce of this bylaw has been served on the following, not less than 30 days before submitting this bylaw to the rar	
• A	ll owners of units that are affected by the bylaws, except those unit owners that provide written consents. he local authority.	
• No ob	jection has been received in the form of a notice of court application.	
Is the condominium ► Select <u>only</u> one (1)	n corporation sector acting under the standard bylaws pursuant to section 45 of the Act:)	
🗌 Yes	Yes No (sector bylaws must be enclosed with this submission)	
	Date Bylaws Passed:	

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▼ Section Below Intentionally Left Blank - For Office Use Only ▼



► Sector			
Sector Name:			
Type of Amendment: □ Add Sector □ Update Sector ▶ Select only one (1) □ Add Sector □ Update Sector	Remove Sector		
► Select <u>only</u> one (1) of the following:			
☐ I certify that written consent of the owners of every unit has been obtained.			
 I certify that: Written consents of 80% of the owners of units that are affected by the bylaws, have been obtained. A notice of this bylaw has been served on the following, not less than 30 days before submitting this bylaw to the Registrar: All owners of units that are affected by the bylaws, except those unit owners that provide written consents. The local authority. No objection has been received in the form of a notice of court application. Is the condominium corporation sector acting under the standard bylaws pursuant to section 45 of the Act: 			
 ▶ Select <u>only</u> one (1) Yes No (sector bylaws must be enclosed with this submission) 			
Date Bylaws Passed:			
3 SUBMITTER INFORMATION, AUTHORIZATION, AND NOTIFICATION PREFERENCE			
Submitter Information (Submitter must be an individual) *Indicates mandatory fields			
*First Name:	*Last Name:		

Phone Number:
Fax Number:

Email Address:

*Mailing Address:

I certify that the disclosed information respecting the condominium corporation is correct and that I have the authority to sign this document on behalf of the condominium corporation.

Signature:

Date:

Preferred Notification Method for the Submission Correspondence/Certificate

The Registry will communicate with the Submitter regarding this submission using the method selected below and the Submitter's information provided on this form. However, if an ISC Account Number is provided on the submission cover page, communication will be sent to the address information associated with that ISC Account Number.

Select <u>only</u> one (1):

Note: If the preferred notification method is not indicated or incomplete, the default method will be mail.

Email Mail Fax

Corporate Registry online customer portal (ISC Account Number must be provided on the submission cover page)