

Fees

Correspondence related to this submission will be sent to you using the contact information provided in the Submitter Information section of the form.

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

Select one (1) delivery method for your submission notification/certificate:

- | | |
|--|---|
| <input type="checkbox"/> Online workspace (please provide an email address in the Submitter Information section) | <input type="checkbox"/> Email: \$5 additional fee |
| <input type="checkbox"/> Fax: \$5 additional fee | <input type="checkbox"/> Mail: \$10 additional fee |

Priority Service: **\$500 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 the **Priority Service** box on each submission cover page.

Total Fees: \$

Transactions will be rejected if sufficient funds are not available at the time of processing.

Payment Methods

ISC offers the following methods of payment:

- On account - Account number: _____ Password: _____
- Cheque or money order payable to Information Services Corporation
- Credit card – see instructions below

Instructions to Register and Use an ISC Account

Credit Card payments are made through an ISC account.

- To open an account, visit ISC.ca or contact the Customer Support Team
 - To use your account:
 - Sign in to ISC Online Services.
 - Select Account Payment.
 - Enter your credit card number, the name on the card and the expiry date.
 - Under Payment \$, enter the amount to be charged to your credit card.
- ** Please note: Only the main account holder can make payments online. If you are not the main account holder, please use one of the other payment methods.**

Customer Reference Number (optional)

Your Reference Number:

Visit our website or contact our Customer Support Team for more information: 1-866-275-4721 ask@isc.ca www.isc.ca

Submission Methods:

Mail: Corporate Registry
1301 – 1st Avenue, Regina, SK S4R 8H2

Fax: (306) 787-8999

Online: www.isc.ca/corporateregistry



Section 1: Entity Details

Entity Number:

Entity Name:

Section 2: New Fiscal Year End Date

Complete this section if the fiscal year end date is changing.

New Fiscal Year End:

Section 3: Authorized Number of Directors

Complete this section if the authorized number of directors has changed in the amended bylaws.

If the number of directors is specified in the bylaws, the number of directors in the bylaws must correspond with the authorized number of directors in the articles.

Minimum # of directors ____ Maximum # of directors ____

OR

Fixed # of directors ____

Section 4: Bylaws

Bylaws must be signed by the president and secretary of the co-operative to be considered certified.

A copy of the amended bylaws must be enclosed.

Date Amended Bylaws Passed:

The bylaws were approved by a majority vote of the members present, and are certified to be true copies by the president and secretary of the co-operative.



The Co-operatives Act, 1996
The New Generation Co-operatives Act
Bylaws

Section 5: Signature

I certify that I am authorized to file these documents with the Registrar of Co-operatives and that the information in this submission is true.

Submitter Signature

Date

Section 6: Submitter Information

Name:

Mailing Address:

Email:

Phone Number:

Fax Number: