

# WHAT'S NEW AT CORPORATE REGISTRIES?

## CR Forms are new . . . you should really "See Our" Forms!

All Corporate Registries forms have been updated to improve readability and introduce new functionality. While we have made these changes based on recent input from the legal community (starting with our lunch and learn at the Law Society on April 14, 2009), the introduction of new forms has been a long time coming. For example, in the case of the forms and instructions under the *Business Corporations Act*, the font size was only slightly larger than 7 point and the font was a serif font (Times New Roman—not the best for viewing on computers). We have corrected these issues by moving to a san serif font (Arial) at an absolute minimum size of 9.5 point.

### SAMPLE FROM OLD FORM ☹

Is the current address of the registered office, the address of the separate records office, if any, and the post office box designated as the address for service by mail, if any, the same as shown on the last notice filed with the Registrar of Corporations?

### ☺ THE SAME PROVISION IN NEW FORM!!!

Is the address of the registered office, the address of the separate records office, if any, and the post office box designated as the address for service by mail, if any, the same as shown on the last notice filed with the Registrar of Corporations?

Other improvements like radio buttons, interactive checkboxes, and dropdown menus have also been added. For societies, financial statements are now self-calculating and balancing. Many of these functions are available only in Adobe Reader version 8.0 or later, so you may have to upgrade. The latest version of Adobe Reader is available at <http://get.adobe.com/reader/>

### Notes on Specific Items:

- **Required Fields:** Required fields on all forms are now bordered in red.
- **Dates:** Dates have been given a dropdown list for day, month, and year.
- **Annual Returns:** Annual returns have "flags" that appear on the final printed form to inform users (and our clerks) of additional/consequential filing requirements triggered by their answers to the questions. Also—a short explanation of "distributing corporation" has been added as a "flag" on BCA Form 17.
- **Signature Lines:** Dates, Titles, and Signatures CANNOT be filled out by computer. This information should be filled upon signing, not upon typing.

### Check out the new forms at the following links:

*Business Corporations:* [http://www.justice.gov.nt.ca/CorporateRegistry/CR\\_BCA\\_Forms.shtml](http://www.justice.gov.nt.ca/CorporateRegistry/CR_BCA_Forms.shtml)  
*Partnership Act:* [http://www.justice.gov.nt.ca/CorporateRegistry/CR\\_Partnership\\_Forms.shtml](http://www.justice.gov.nt.ca/CorporateRegistry/CR_Partnership_Forms.shtml)  
*Societies:* [http://www.justice.gov.nt.ca/CorporateRegistry/CR\\_Societies\\_Forms.shtml](http://www.justice.gov.nt.ca/CorporateRegistry/CR_Societies_Forms.shtml)

### Please give us your feedback!

We have made these changes based on input from you, the filer. We continue to be open to input and comment on these forms and look forward to your comments. Let us know what you think by sending an email to [CorporateRegistries@gov.nt.ca](mailto:CorporateRegistries@gov.nt.ca) with "New Forms" in the subject line.



REGISTRAR OF CORPORATIONS  
DEPARTMENT OF JUSTICE  
GOVERNMENT OF THE NORTHWEST  
TERRITORIES  
P.O. BOX 1320  
YELLOWKNIFE NT X1A 2L9  
Telephone: (867)873-7492

