



INSTRUCTIONS FOR:

Form 26 - Statement of Amalgamation of | *Business Corporations Act* Extra-territorial Corporation

All documents submitted to the Registrar must comply with Sections 2 to 8 of the *Business Corporations Regulations*. **No spaces may be left blank**; all spaces must be completed with information or with "N/A", if not applicable. For additional requirements, please consult the *Business Corporations Act* (BCA) and *Business Corporations Regulations*.

- Completed forms must be submitted in duplicate, together with the fee of **\$300.00**.
- All registered amalgamating corporations must be or have been in compliance with the Registry at the time of amalgamation.

For any forms submitted to the Corporate Registry, the following rules apply:

- Forms may be filled out by typing or hand writing in ink.
- The original signed forms must be mailed or delivered by hand or mail to the Corporate Registries office; faxes, email, or other electronic delivery will not be accepted.

Additional Required Documents and Considerations:

- Form 21 – Notice of Registered Office
- If not previously submitted, an Application for Name Search and Reservation Form must be included, together with its prescribed fee of \$25.00. This form is **not** required for federal corporations, numbered companies, or for same-name amalgamation (where the name will be the **same** as one of the amalgamating corporations already extra-territorially registered).
- Notarially OR government certified true copies of charter documents (e.g. certificate and articles of amalgamation).
- If more than 30 days have passed since amalgamation occurred, a certificate of compliance/good standing from the corporation's home jurisdiction, not more than 30 days old.
- Any attachments as schedules must be clearly labelled as such, and must specify the section number(s) of the form to which they pertain.

Mail or deliver by hand to:

Corporate Registries
Government of the Northwest Territories, Dept. of Justice
1st Floor Stuart M. Hodgson Building
5009 49th Street, PO Box 1320
Yellowknife NT X1A 2L9 Canada

Phone: 1(867) 767-9304
Toll Free: 1(877) 743-3302
Fax: 1(867) 873-0243
Email: corporateregistries@gov.nt.ca
Hours of Operation: 9:30 AM to 4:00 PM
Monday to Friday

Website: <https://www.justice.gov.nt.ca/en/extraterritorial-corporations/>

Form 26 - Statement of Amalgamation of Extra-territorial Corporation

- Section 1** Set out the **full legal name** of the amalgamated corporation. The name must comply with sections 10 and 12 of the *Business Corporations Act* and the corporate names provisions of the *Business Corporations Regulations*.
- Section 2** **Only in the instance** that the Registrar has advised that the legal name of the corporation does **not comply** with the corporate names provisions of the Regulations and has therefore assigned or approved an **assumed** name, set out the complete assumed name.
- Section 3** Set out the complete postal and street address of the **head office** of the corporation, including postal code. If a street address is not available, a physical location such as a house number or a legal property description (e.g. Lot, block and Plan) **must** be provided. The head office is not required to be located within the Northwest Territories.
- Section 4** Set out the complete first and last name of each director. **Physical addresses must be provided**; set out the complete residential postal and street addresses for each director, including postal code. If a street address is not available, a physical location such as a house number or a legal property description (e.g. Lot, Block and Plan) **must** be provided. Director addresses are not required to be located within the Northwest Territories.
- Section 5** List the names of the amalgamating corporations. **All amalgamating corporations which are currently extra-territorially registered should ensure that all filing requirements contained in the Act have been met.**
- Section 6** Check the boxes accordingly and ensure that the required documents are attached. Note that the instrument(s) effecting the amalgamation (e.g. certificate, articles), as well as the copies of the corporation's charter documents (as defined in section 278 of the Act) **must be certified true copies**; certified either by a notary public OR by the governing jurisdiction (government certified true copies).
- Signatory Section** A Director or Officer of the corporation must date and sign the form with their **original signature**; the title of the person signing must be provided. The signature must not be a copy, a stamp, or an electronic signature.