



## INSTRUCTIONS FOR:

### Form 12 – Articles of Revival | *Business Corporations Act*

All documents submitted to the Registrar must comply with Sections 2 to 8 of the *Business Corporations Regulations*. **No sections may be left blank**; all sections 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*.

- The completed form must be submitted in duplicate, together with the fee of **\$300.00**.

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

- ☒ Forms may be filled out by typing or neatly 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:**

- ☒ Any documents or information pursuant to Section 6 of the form
- ☒ Unless the corporation had and will continue to have a number name (“numbered company”), an Application for Name Search and Reservation Form must be included with the revival, together with its prescribed fee of \$25.00.
- ☒ Form 02 – Notice of Change of Registered Office (if applicable)
- ☒ Form 05 – Notice of Change of Directors (if applicable)
- ☒ 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](mailto: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/nwt-corporations/>

## Form 12 – Articles of Revival

- Section 1** Set out the **full legal name** of the dissolved corporation.
- Section 2** Set out the reasons why the body corporate was dissolved, including specific references to the statutory provisions (if applicable) under which it was dissolved.
- Section 3** Set out the details of the applicant's interest in the body corporate, and why the applicant seeks to have the body corporate revived/the reason for revival.
- Section 4** Set out the full name of the applicant.
- Section 5** Set out the complete postal and street address of the applicant, 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. This address is not required to be located within the Northwest Territories.
- Section 6** If the corporation was dissolved pursuant to paragraph 214(1)(b), (c), (d), (e), or (f) of the Act, the Articles **must be accompanied** by proof satisfactory to the Registrar that the corporation has remedied the default for which it was dissolved. This includes submitting any documents and/or fees which the corporation was in default of filing at the time of dissolution (e.g. **outstanding Annual Returns**; Registered Office address within the Northwest Territories).
- Signatory Section** The applicant must date and sign the form with their **original signature**; the signature on the submitted form must not be a copy, a stamp, or an electronic signature.