



INSTRUCTIONS FOR:

Form 13 – Articles of Dissolution | *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.
- This form should **not** be filed at the same time as a Statement of Intent to Dissolve (Form 15).

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 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/nwt-corporations/>

Form 13 – Articles of Dissolution

Section 1 Set out the **full legal name** of the corporation.

Section 2 Note that it is **not** possible to dissolve an **insolvent or bankrupt** corporation under the provisions of the Act.

Section 3 Choose the applicable situation under which the corporation is being dissolved; check the corresponding checkbox. **Only one box** may be checked off.

Section 4 Set out the full name, occupation, and complete postal and street address of the person who will be liable to produce the documents and records of the corporation under section 227 of the Act. 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.

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 on the submitted form must not be a copy, a stamp, or an electronic signature.