



NUMBER: S-42428

SOCIETY ACT

CERTIFICATE OF INCORPORATION

I Hereby Certify that

QUAIL RIDGE RESIDENTS' ASSOCIATION

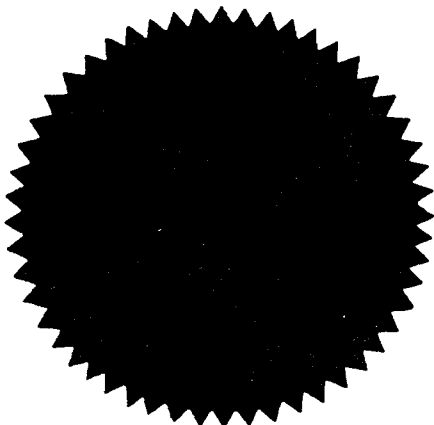
has this day been incorporated under the *Society Act*

Issued under my hand at Victoria, British Columbia

on December 04, 2000



JOHN S. POWELL
Registrar of Companies
PROVINCE OF BRITISH COLUMBIA
CANADA





MAINTAINING YOUR BC SOCIETY

The British Columbia *Society Act* requires all incorporated societies to file information about the society with the Corporate Registry office. These filings are:

ANNUAL REPORT (Form 11) - FILING FEE \$25.00

A British Columbia society must file an annual report each year within 30 days after each annual general meeting. An annual general meeting **must** be held once in every calendar year. Approximately three weeks prior to the anniversary date of the last annual general meeting of the society, an annual report is mailed to the society at the last address we have on file. The society or its solicitor adds required information and makes any changes on the form (if necessary), signs and returns the form to this office, along with the financial statements and appropriate filing fee. The financial statements must be for the period ending not more than six months before the annual general meeting and be approved and signed by two directors. If the society is a reporting society, the financial statements must be professionally audited as well as approved and signed by two directors.

CHANGE IN ADDRESS OF SOCIETY (Form 5) - FILING FEE \$15.00

Notice of every change in the address of the society must be filed without delay and the change takes effect on the day after the notice is filed with this office. It is important to file this document as the registered society address is the address used for mailing the annual report (Form 11) and any notices concerning the commencement of dissolution of your society. If address is not a physical mailing address, add a mailing address (e.g., PO Box number) to the Form 5.

CHANGE IN DIRECTORS (Form 7) - FILING FEE \$15.00

Notice of every change in the directors, **other than at an annual general meeting**, must be filed without delay. A separate form is required for each date a change takes place.

CHANGE IN CONSTITUTION/BYLAWS (Form 10) - FILING FEE \$50.00

Any change made to the constitution or bylaws of a society must be filed with the registrar on a special resolution form. These changes do not take effect until the registrar has accepted them for filing.

Failure to comply with the filing requirements of the *Society Act* may result in a society being dissolved and struck from the register.

REGISTRAR OF COMPANIES

The primary role of the Registrar of Companies is to make sure that societies comply with the filing requirements of the Act. **The Registrar does not supervise the conduct of societies or intervene in the internal affairs of a society.** If members are unhappy with the society's conduct, they may exercise their rights by calling a meeting or voting for a different board of directors (refer to section 31 and 58 of the Act.)

If a society breaches the Act or does not comply with its constitution or bylaws, section 85 of the Act permits members to seek remedy in the courts.