



# APPLICATION FOR EXTENSION OF TIME FOR HOLDING ANNUAL GENERAL MEETING (AGM)

### Filing rules

- Before submitting this application, please review requirements on our [website](#).
- This form cannot be submitted if the transitional period of the society has not been completed in full.
- For the purpose of subsection 76(5) of the *Societies Act*, the prescribed maximum length of extension is three months after the end of the relevant prescribed period within which the society was required to hold the annual general meeting under subsection 76(1) of the *Societies Act*. As such, the proposed date for an AGM cannot be later than 7 months from the society’s fiscal year end.
- This AGM date extension application can only be submitted once in a period of 4 years.
- Fee \$70.00 (paper form) \$50.00 (YCOR)

**Important note:** If the extension is granted, this does not extend the compliance of the society. If an annual report is not filed with the registrar within the prescribed period (maximum 5 months after the fiscal year end of the society), the society’s status will become In Default until the legislative requirements are met.

Part 1 – Society information	
Name of society	Registry number
Proposed date of annual general meeting YYYY/MM/DD	
Business contact information	
To facilitate communication exchanges while your documents are being processed, you can provide the following:	
<b>Delivery method</b> – Choose one delivery method for receipt of the society’s certified documents.	
<input type="checkbox"/> Society business email. Provide email address: _____	
<input type="checkbox"/> By mail to registered office mailing address	
Society business contact information	
Contact person: _____	Phone: _____
Part 2 – Annual general meeting	
Reasons	
Explain why the society is unable to hold the annual general meeting on or before the end of the relevant prescribed period under Subsection 76(1) of the <i>Societies Act</i> (mandatory).	

## Efforts

What efforts were made by the society to hold the annual general meeting on or before the end of the relevant prescribed period under Subsection 76(1) of the *Societies Act* (mandatory).

## Part 3 – Signature and authorization

Under s.209 of the *Societies Act*, it is an offence to make a false or misleading statement in respect of a material fact in a record submitted to the Corporate Registry.

I am authorized to make this filing.

Last name of individual signing this form		Given name(s) of individual signing this form	
Title of individual signing this form		Signature	Date signed YYYY / MM / DD

By signing and submitting this form, you give Corporate Affairs permission to input the data from this paper form into our online registry. Once the information is entered in the registry it will become the official record. While we are doing our best to accurately enter this information, it cannot be guaranteed. It is your responsibility, should any inaccuracies or omissions be found once you get your certified copy, to notify Corporate Affairs within 30 days for correction.