

**NOTICE OF  
APPOINTMENT OF ATTORNEY**

**FORM 38  
EXTRAPROVINCIAL COMPANY**  
Section 389 *Business Corporations Act*

Telephone: 250 356-8626

**OFFICE USE ONLY – DO NOT WRITE IN THIS AREA**

**Freedom of Information and Protection of Privacy Act (FOIPPA):**

Personal information provided on this form is collected, used and disclosed under the authority of the FOIPPA and the *Business Corporations Act* for the purposes of assessment. Questions regarding the collection, use and disclosure of personal information can be directed to the Executive Coordinator of the BC Registry Services at 250 356-1198, PO Box 9431 Stn Prov Govt, Victoria BC V8W 9V3.

**INSTRUCTIONS:**

**Please type or print clearly in block letters and ensure that the form is signed and dated in ink.**

**Item B** Enter the name exactly as shown on the extraprovincial company's Certificate of Registration, or enter the name exactly as shown on any Change of Name certificate or registration certificate issued by the registrar as a result of an amalgamation of the extraprovincial company.

**Item C** This form notifies the registrar of the appointment of an attorney for an extraprovincial company.

A foreign entity that is registered as an extraprovincial company must ensure it has one or more attorneys or, under its charter (or similar record), its head office is in BC. If its head office is in BC, the foreign entity may choose to also appoint one or more attorney(s).

Each attorney for an extraprovincial company must be either, 1) an individual who is resident in BC OR, 2) a company incorporated in BC.

**Item D** The delivery address of an attorney who is an individual is the address of the office in BC where the individual can usually be reached between 9 a.m. and 4 p.m. on business days for the delivery of records. Or, if the

attorney is a BC company, the delivery address is for the registered office of the company which must be for a location in BC that is accessible to the public between 9 a.m. and 4 p.m. on business days for the delivery of records. A delivery address must not be a post office box.

**Item E** This is the signature of the authorized signing authority for the extraprovincial company. If the authorized signing authority is another attorney for the extraprovincial company and that attorney is a BC company, this form must be signed by an authorized signing authority for that company.

**Effective Date:**

The appointment of an attorney is effective on the date and time the notice of appointment is filed with the registrar.

**Filing Fee: \$20.00**

Submit this form with a cheque or money order made payable to the Minister of Finance, or provide the registry with authorization to debit the fee from your BC OnLine Deposit Account. Please pay in Canadian dollars or in the equivalent amount of US funds.

**A REGISTRATION NUMBER OF EXTRAPROVINCIAL COMPANY**

**B NAME OF EXTRAPROVINCIAL COMPANY**

**C FULL NAME OF ATTORNEY APPOINTED**

LAST NAME

FIRST NAME

MIDDLE NAME

COMPANY NAME

**D ATTORNEY ADDRESSES**

DELIVERY ADDRESS OF ATTORNEY

PROVINCE

POSTAL CODE

**BC**

MAILING ADDRESS OF ATTORNEY

PROVINCE

POSTAL CODE

**BC**

**E CERTIFIED CORRECT – I have read this form and found it to be correct.**

NAME OF AUTHORIZED SIGNING AUTHORITY FOR  
THE EXTRAPROVINCIAL COMPANY

SIGNATURE OF AUTHORIZED SIGNING AUTHORITY FOR  
THE EXTRAPROVINCIAL COMPANY

DATE SIGNED  
YYYY / MM / DD

X