

APPLICATION FOR INCORPORATION

The Application for Incorporation (the “**Application**”) of a PEI not-for-profit is the application sent to the Department of Justice and Public Safety – Consumer, Corporate and Insurance Services for issue of letters patent, which is the basic incorporating document of a PEI not-for-profit. The application sets out basic information such as the name of the corporation, its purpose, head office, the identity of the petitioners, and so forth.

INSTRUCTIONS FOR COMPLETING DRAFT APPLICATION

1. Insert the names of the petitioners (applicants) in the space provided in the upper right hand corner of the first page, add more space as required. Also insert the name of the corporation.
2. Insert the name of the proposed corporation into the space provided for in paragraph 2. This name must be identical to the name reserved as instructed in paragraph 2 of the Church Incorporation Instruction Sheet.
3. Insert the appropriate address into paragraph 4. The head office is the address which the Director of Corporations can send notice to pursuant to the Act and at which the records of the corporation must be kept. Should you ever desire to change the address of the corporation you must send notice of a change of registered office to the Director (the “**Notice**”).
4. Insert the names addresses and occupations of each petitioner into paragraph 5 of the Application. Each applicant must be at least 18 years old. Add additional space if necessary. Note that everyone whose name appears in this paragraph will be a director of the corporation.
5. Date and sign the end of the Application.

NOTE

You must attach the following documents to the Application:

- Affidavit of an applicant
- Affidavit of a witness
- Lawyer Certificate
- Schedule A – Purpose and Objects
- Schedule B – Memorandum of Agreement
- Schedule C – By-laws

The particulars of these documents are set out elsewhere in this package

C A N A D A

PROVINCE OF PRINCE EDWARD ISLAND

IN THE MATTER of the Companies Act, Revised Statutes of Prince Edward Island, 1988, Chapter C-14, Part II and amendments thereto;

- and -

IN THE MATTER of the petition of _____
_____, _____ and _____
_____, for a Charter of Incorporation by Letters
Patent under the proposed name of _____

_____.

TO: THE MINISTER OF CONSUMER, CORPORATE AND INSURANCE SERVICES
DIVISION

THE PETITION OF YOUR PETITIONERS NAMED HEREIN,

HUMBLY SHEWETH:

1. THAT your Petitioners are desirous of obtaining a Charter of Incorporation by Letters Patent under the provisions of Part II of the Companies Act of Prince Edward Island, R.S.P.E.I. 1988, Chapter C-14 with amendments thereto, constituting them and such others as may become associated with them, a body corporate, without share capital.

2. THAT the proposed name of the Corporation is “ _____
_____ ”.

3. THAT the objects and purposes for which its incorporation is sought are set out in Schedule "A" hereto attached to this Petition.

4. THAT the head office of the Corporation shall be _____

_____.

5. THAT the names, addresses and callings of the Petitioners herein are as follows:

1. _____,
2. _____,
3. _____.

all of whom are over the age of eighteen (18) years.

6. THAT the Petitioners herein are to be the first or provisional directors of the Corporation, serving such Corporation until the first annual or special meeting for the election of the Directors or Trustees has been held.

7. THAT a Memorandum of Agreement in Schedule "B" hereto attached to this Petition signed and sealed by Your Petitioners and setting out the Constitution and Bylaws of the Corporation in accordance with the provisions of Part II of the said Companies Act of Prince Edward Island has been executed and is transmitted herewith.

8. THAT the proposed name of the Corporation is not, so far as your Petitioners are aware, the name of any other incorporated corporation or one liable to be confused therewith or otherwise on public grounds objectionable.

9. THAT the financial year of the Corporation shall terminate on the 31st day of December in each year or on such other date as the directors may from time to time by resolution determine.

10. THAT your Petitioners have undertaken that the said Corporation shall be carried on without the purpose of gain for its members and that any profits or other accretions to the Corporation shall be used in promoting its purposes, except such compensation as may be authorized by the Board of Directors for services actually rendered.

YOUR PETITIONERS THEREFORE PRAY THAT Letters Patent be issued under the

provisions of the Companies Act, being Chapter C-14 of the Revised Statutes of Prince Edward Island, 1988, and amendments thereto, incorporating Your Petitioners under and with the name and character and for the purposes hereinbefore set forth.

DATED at _____, _____ County Province of Prince Edward Island, this ____ day of _____, 20____.

WITNESS:

_____)	_____
)	
)	Name:
)	
_____)	_____
)	Name:
)	
_____)	_____
)	Name:
)	