



A Submission Cover Page must be included with every set of forms submitted to the Corporate Registry.

**FOR PROPER PROCESSING, PLEASE ENSURE ALL PAGES OF THIS FORM ARE SUBMITTED.
FORMS WITH MISSING PAGES WILL BE RETURNED.**

Fees

Submission Fee: (go to www.isc.ca/fees for the current fee information) \$ _____

Priority Service:

Check box for \$500.00 optional additional fee \$ _____

Priority submissions will receive immediate attention and will be reviewed within one business day after being received, where possible. If you are submitting multiple forms for a single entity, only one priority service fee is required. Check **Priority Service** box on each submission cover page.

TOTAL FEES: \$ _____

Submissions will be returned if sufficient funds are not available at the time of processing.

Payment Methods

ISC offers the following methods of payment:

- Cheque or money order payable to *Information Services Corporation*
- On ISC account – ISC Account Number: _____

To pay by credit card, call the Customer Support Team at 1-866-275-4721 to provide payment information and you must include the ISC Account Number provided on the line above.

DO NOT include your credit card information anywhere on these forms.

Paper Forms Submission Methods

The received date for the submission is the date the forms are received at ISC.

Mail: Corporate Registry
1301 – 1st Avenue,
Regina, SK S4R 8H2

Fax: (306) 787-8999

Customer Reference Number (optional)

- Your Reference Number: _____

Did you know...most submissions are automatically registered when filed online at corporateregistry.isc.ca
This includes Annual Returns, Annual Returns and Financial Statements, Business Name Renewals and most associated notice update submissions.

Visit our website or contact our Customer Support Team for more information:

www.isc.ca

1-866-275-4721

corporateregistry@isc.ca

1 ENTITY DETAILS

Entity Number:	Entity Name:

2 CANCELLATION DETAILS

► **Reason for Cancellation: (Sole Proprietorships, Partnerships, Joint Venture or Syndicate)**
Select only one (1)

The firm has ceased to carry on business

The firm has changed ownership/sold the business

The firm wishes to cancel the business name in order to incorporate with the same name

In response to a letter from the Corporate Registry, this submission is to confirm that the firm is not carrying on business

Other: _____

► **Reason for Cancellation: (Limited Partnerships)**
Select only one (1)

The Saskatchewan limited partnership is dissolved

All the limited partners in the Saskatchewan limited partnership have ceased to be limited partners

In response to a letter from the Corporate Registry, this submission is to confirm that the firm is not carrying on business

Other: _____

► **Reason for Cancellation: (Extra-Provincial Limited Partnerships)**
Select only one (1)

The extra-provincial limited partnership gives notice to cancel

The extra-provincial limited partnership is inactive in its home jurisdiction

All the limited partners in the extra-provincial limited partnership have ceased to be limited partners

The extra-provincial limited partnership is dissolved

The extra-provincial limited partnership is bankrupt within the meaning of *The Bankruptcy Act (Canada)*

Other: _____

▼ Section Below Intentionally Left Blank - For Office Use Only ▼

3 EFFECTIVE DATE

Unless a future date is specified below, the date the properly completed forms and required fees are received will be considered the effective date.

Effective Date:

(Enter dates in day/month/year format)

4 SIGNATURES ATTACHMENT (*Limited Partnerships and Extra-Provincial Limited Partnerships only*)

An attachment containing the names and signatures of all general and limited partners **must** be enclosed if any of the following was selected as the reason for cancellation:

- The Saskatchewan limited partnership is dissolved
- All the limited partners in the Saskatchewan limited partnership have ceased to be limited partners
- Other (only applicable if the entity is a Saskatchewan limited partnership)

An attachment containing the name and signature of at least one general partner **must** be enclosed if the following was selected as the reason for cancellation:

- The extra-provincial limited partnership gives notice to cancel

▶ **REQUIRED:** I confirm that the enclosed document contains the names and signatures of all general and limited partners or designated signing authority.

5 SUBMITTER INFORMATION, AUTHORIZATION, AND NOTIFICATION PREFERENCE

Submitter Information (Submitter must be an individual)

**Indicates mandatory fields*

*First Name:

*Last Name:

*Mailing Address:

Phone Number:

Fax Number:

Email Address:

I certify that I am authorized to file these documents with the Registrar of Corporations and that the information in this submission is true.

Signature: _____ Date: _____

Preferred Notification Method for the Submission Correspondence/Certificate

The Registry will communicate with the Submitter regarding this submission using the method selected below and the Submitter's information provided on this form. However, if an ISC Account Number is provided on the submission cover page, communication will be sent to the address information associated with that ISC Account Number.

▶ Select **only one** (1):

Note: If the preferred notification method is not indicated or incomplete, the default method will be mail.

Email Mail Fax

Corporate Registry online customer portal (ISC Account Number must be provided on the submission cover page)