

### IMPORTANT INFORMATION

- This form will be rejected if not properly completed.
- An annual return and required attachments must be filed each year with the Registrar of Corporations. Failure to do so will result in the cancellation of your Society's registration

### NOTE:

If there has been a change in the address as listed, a Notice of Change of Address (REG 3016) must be completed and filed with the Registrar of Corporations within 15 days of the date of the change.

1. SOCIETY NAME **PINCHER CREEK SEARCH AND RESCUE SOCIETY**

2. ADDRESS OF REGISTERED OFFICE OF THE SOCIETY

00665

**PO BOX 1705  
PINCHER CREEK, ALBERTA  
T0K 1W0**

2B. SOCIETY E-MAIL ADDRESS

pcsar@castro-cwg.ab.ca

3. CORPORATE ACCESS NUMBER **509709564**

3B. BUSINESS NUMBER

862605318 RR0001

4. THE SOCIETY'S DATE OF INCORPORATION IS 2002 JAN 22  
Year Month Day

5. THIS RETURN COVERS THE YEAR ENDING 2020 JAN 31, WITH THE INFORMATION PROVIDED  
EFFECTIVE AS OF THAT DATE. Year Month Day

### THE FOLLOWING ATTACHMENT MUST ACCOMPANY THIS RETURN:

A listing of all officers and directors with the name (last name, followed by given name), complete mailing address including postal code, and position held by each.

The 2020 annual return for the above society is now due and the 2019 annual return is one year past due.

Please ensure that this return is dated and signed by a director or authorized officer of the society.

DATE

SIGNATURE

TELEPHONE NO.

Bus.

Res.

Complete this form (no fee required) and return it to:

Drop off your documents at:

For Information Call:

Alberta Registries  
PO BOX 1007 STN MAIN  
EDMONTON AB T5J 4W6

OR

Alberta Registries  
Corporate Registry  
John E. Brownlee Building  
10365 - 97 Street  
Edmonton, Alberta

Edmonton (780) 427-2311

All other areas  
call 310-0000  
and ask for 427-2311

This information is being collected for the purposes of corporate registry records in accordance with the Societies Act. Questions about the collection of this information can be directed to the Freedom of Information and Protection of Privacy Coordinator for Alberta Registries, Research and Program Support, Box 3140, Edmonton, Alberta T5J 2G7, (780) 427-7013.

## Society – Annual Return Filing Instructions

Section 26(2) of the Societies Act states "A society shall each year, on or before the last day of the month immediately following its anniversary month, make a return to the Registrar".

The enclosed Society Annual Return (form REG 3185) is to facilitate your filing of the required annual return.

Items 1 to 5 have been preprinted with information that is currently on the register at Service Alberta. Your society's anniversary month is the month preprinted on item #5.

Item 2B. Enter the society's current e-mail address. (mandatory)

Item 3B. Enter the society's nine-digit Business Number assigned by the Canada Revenue Agency, if known.

To comply with the filing requirements under Section 26(2):

- Provide a listing of all officers and directors of your society, including for each officer / director, the following information:
  - Name (last name, followed by given name)
  - Complete mailing address (including postal code)
  - Position held (please select from the list of positions below that which best describes the office the person holds with the society)
    - President
    - Chairperson
    - Secretary
    - Secretary Treasurer
    - Vice-President
    - Vice-Chairperson
    - Treasurer
    - Director
- An authorized officer **must** date and sign the return in the space provided. The annual return submitted must include an original signature and not be a fax copy, stamp etc.
- You **must** include a copy of the financial statement presented at the society's last annual general meeting. **The financial statement must set out the society's income, disbursements, assets, and liabilities.** The society's auditor(s) must state that the financial statement has been either audited/reviewed or approved, signed and dated. The persons assigned the audit responsibility are identified in your society's bylaws. **(Failure to submit the financial statements with your annual return will result in your annual return being rejected and returned to you as unfiled.)**
- You can drop off your Society Annual Return package at Service Alberta – Corporate Registry:

John E. Brownlee Building  
Mezzanine Floor  
10365 – 97 Street  
Edmonton, Alberta

or mail to:

Service Alberta  
PO Box 1007 STN MAIN  
Edmonton AB T5J 4W6
- Commencing January 1, 2013, Corporate Registry can **ONLY** accept credit cards as payment for transactions when presented in person by the credit card holder. Documents received in the mail after this date that include credit card information will be returned unfiled to the submitter.
- There is no charge for the filing of your society's annual return.

The logo for the Government of Alberta, featuring the word "Alberta" in a stylized script font, followed by a small square icon.