



NOTICE OF CHANGE OF REGISTERED OFFICE ADDRESS

Filing rules

- If the registered office address is used by a director as their address in the registry, you **MUST** also submit a Notice of Change of Directors reflecting the change of address for the director.
- This form **cannot be used** if the transitional period of the society has not been completed in full (if not, you must use the form prescribed under the former *Societies Act*).
- A Notice of Change of Address takes effect on the day after the notice is filed with the Registrar.
- Fee \$40.00 (paper form) \$20.00 (YCOR)

Part 1 – Society information

Name of society	Yukon registry number
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Registered office addresses

Delivery address (no P.O. box) – Do not fill out this section if no change to the delivery address of the registered office

City	Prov./terr. YT	Postal code	Country Canada
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Mailing address – Do not fill out this section if no change to the mailing address of the registered office

City	Prov./terr. YT	Postal code	Country Canada
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Business contact information

To facilitate communication exchanges while your documents are being processed, you can provide the following:

Delivery method – Choose one delivery method for receipt of the society’s certified documents.

- Society business email. Provide email address: _____
- By mail to registered office mailing address

Society business contact information

Contact person: _____ Phone: _____

Part 2 – 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.

Your personal information contained in this form is collected under the authority of the *Societies Act* SY 2018, c.15. It will be used for the purposes of that Act and its regulations and for other lawful purposes. This includes the compilation of a public registry. Any person is entitled to examine the information contained in this public registry and make copies or extracts thereof. For further information you can contact Corporate Affairs by email at corporateaffairs@yukon.ca or by telephone at 867-667-5314 or toll-free (in Yukon) 1-800-661-0408 local 5314.