

Declaration of Incorporation of a Religious Society

NOTE: This form, Declaration of Incorporation of a Religious Society (REG 3194A) and the form, Affidavit Verifying a Religious Society (REG 3194B) must be completed in duplicate and forwarded together to Service Alberta.

Insert name of church or religious denomination including a word that makes it unique, e.g., Wildrose United Church

1. The proposed name of the Religious Society is: _____
_____,
whose congregation wishes to incorporate under the Religious Societies Land Act.

Insert either street address or mailing address

2. The congregation's street or mailing address is: _____

Insert religious affiliation. If none, insert "Non-denominational"

3. The denomination and/or governing body the congregation belongs to is:

Insert individual names or positions or general statement, e.g., "all paid-up members"

4. The persons who, according to the rules of the congregation, are entitled to vote on church business are:

Insert individual names or positions

5. The officers who shall exercise the powers of the corporation (congregation) in any dealing with its property are: _____

The society must include information on the rules, e.g., "any business of the congregation has to be passed by the board of directors"

6. The rules to be complied with before any of the property of the congregation shall be dealt with by the officers are as follows: _____

Insert minimum number or percentage of voting members required

7. _____ members shall constitute a quorum of the congregation, a majority of whom may deal with the matters coming before the meeting.

The society must address whether it is controlled by foreign residents and owns controlled land as set out in Section 24 of the Ownership of Agricultural and Recreational Land Regulation

8. The information about members of the congregation that is required by regulations under the Agricultural and Recreational Land Ownership Act and Section 35 of the Citizenship Act (Canada) is as follows:
(Due to limited space, an attachment adhering to Section 1 of the Regulations is acceptable. The attachment should clearly indicate which item it pertains to.)

Insert any other provisions that have been decided on by the incorporators. When there are no other provisions, 'none' or 'n/a' must be entered.

9. Other information, if any: _____

Signature of chair of meeting at which declaration was passed

Print Name

Signature of secretary of that meeting

Print Name

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

Affidavit Verifying a Religious Society

I, _____ ,
Name
of _____ , Alberta,
City, Town, Village

make oath and say that:

1. I hold the office of _____ in the
Title
congregation of _____
Name of Congregation
and have personal knowledge of the facts in question.
2. The within Declaration of Incorporation was passed at a properly constituted meeting of the congregation held in _____ on _____ .
City, Town, Village *Date*
3. Proper notice of the time, date, place, and subject of the meeting was given. The transaction in and about the incorporation of the congregation was and is bona fide.

Sworn before me at _____ , Alberta, _____
City, Town, Village *Signature of Officer*
on _____ .
Date

Commissioner for Oaths in and for the Province of Alberta

Print Name

Expiry Date of Commission

The following items must be sent to Service Alberta:

- Two copies of the form Declaration of Incorporation of a Religious Society (REG 3194A).
- Two copies of the form Affidavit Verifying a Religious Society (REG 3194B).
- A six page Alberta Name Search Report on the proposed name, dated not more than 90 days prior to the submission of this form. This lists any organization with a name similar to the proposed name. This report can be purchased from any of the businesses on the attached list.
- The incorporation fee of \$50.00 (cheques to be made payable to the Minister of Finance).

Mail to:

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

Walk-in Service

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

For information call:

Edmonton: (780) 427-2311
Toll-free: 310-0000 and
then dial 427-2311