



**Appointment of Recognized Agent**

Societies incorporated in Nova Scotia must appoint an agent. All correspondence from the Registry will go to that agent unless the Registry is given written instructions to the contrary. The Recognized Agent must be resident in Nova Scotia. Service upon the Recognized Agent of any writ, summons, process, notice or other document shall be deemed to be sufficient upon the society, and this appointment shall remain in force until notice in writing by the society that the individual has ceased to be the Recognized Agent is filed with the Registry.

Pursuant to the Societies Act, \_\_\_\_\_  
*(society name)*

appoints as Recognized Agent \_\_\_\_\_  
*(first name and middle initial)* \_\_\_\_\_  
*(last name)*

Civic address in Nova Scotia: \_\_\_\_\_  
*(civic number and street)* \_\_\_\_\_  
*(apt/suite/unit)*

\_\_\_\_\_ NS \_\_\_\_\_  
*(city or town)* *(province)* *(postal code)*

Mailing address:  
(if different from above) \_\_\_\_\_  
*(civic number and street, P.O. box, etc.)* \_\_\_\_\_  
*(apt/suite/unit)*

\_\_\_\_\_ NS \_\_\_\_\_  
*(city or town)* *(province)* *(postal code)*

Signatory For and on behalf of all Directors

\_\_\_\_\_

*(name of director)*

\_\_\_\_\_

*(signature of director)*

Date: \_\_\_\_\_

*(yyyy/mm/dd)*

For office use only

Regis ID#: \_\_\_\_\_

Date filed: \_\_\_\_\_