

Registry of Joint Stock Companies

**Recognized Agent**

Sole proprietors who live in Nova Scotia are not required to have an agent. All others must appoint an agent. If a business has a Recognized 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 company, and this appointment shall remain in force until notice in writing by the company that the individual has ceased to be the Recognized Agent is filed with the Registry.

Company, business or society name: \_\_\_\_\_

appoints as Recognized Agent pursuant to the (please check one):

Corporations Registration Act.

Partnerships and Business Names Registration Act.

Societies Act.

Recognized agent: \_\_\_\_\_  
*(first name and middle initial)* *(last name)*

Civic address in Nova Scotia: \_\_\_\_\_  
*(civic number and street)* *(apt / suite / unit)*  
\_\_\_\_\_  
*(town or municipality)* *NS* *(postal code)*  
*(province)*

Mailing address (if different from above): \_\_\_\_\_  
*(number and street, PO box, etc.)* *(apt / suite / unit)*  
\_\_\_\_\_  
*(town or municipality)* *(province)* *(postal code)*

Please check to indicate if you prefer to have all correspondence from the Registry of Joint Stock Companies, including Annual Renewal Notice, directed to the email address indicated below.

\_\_\_\_\_  
*(E-mail address)*

**Signatory**

Proprietor, or for and on behalf of all Partners / Officers / Directors

\_\_\_\_\_  
*(name of proprietor, partner, officer or director)*

\_\_\_\_\_  
*(signature of proprietor, partner, officer or director)*

Date: \_\_\_\_\_  
*(year / month / day)*

For office use only

Registry #: \_\_\_\_\_

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

Nova Scotia Registry of Joint Stock Companies, PO Box 1529, Halifax, NS, B3J 2Y4

Need help? Contact us at 902-424-7770 (toll-free in NS: 1-800-225-8227) or email at [rjsc@novascotia.ca](mailto:rjsc@novascotia.ca)