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*Vancouver Lawyer, Marie-Louise Fast*

## **GUIDE to CORPORATE RECORDS**

**Volumes 1 and 2 and Precedents CD** 

[extensive library of over 300 Precedents (in MSWord)]

**British Columbia Edition** Copyright © 2003 to Date

Written by BC Paralegals Gabrielle M. Komorowska and Diana Haynes (each with over 25 years experience)

Published by BC Law book Publisher EVIN ROSS PUBLICATIONS Ltd

Published and updated for over twelve years, **GUIDE to CORPORATE RECORDS** is widely recognized as the authoritative practice manual for legal support staff and anyone who maintains corporate records in British Columbia. It has stood the test of time and is a **must-have** for the paralegal or practitioner working in this complicated and lucrative area of practice.

High calibre and well-organized, the **GUIDE** covers virtually every aspect of corporate records management. It is jam-packed with instruction, precedents, practical pointers and pitfalls to avoid. The many checklists ensure that work flows efficiently and thoroughly. Procedure is detailed in a logical, step-by-step manner with clear, precise wording.

Comprised of 21 chapters, this impressive two-volume **GUIDE** is all that any BC law office needs to run an efficient corporate records department.

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# GUIDE to CORPORATE RECORDS

## Table of Contents

Chapter 1 <b>OVERVIEW</b>	Chapter 8 <b>ALLOTMENTS</b>	Chapter 15 <b>CONTINUATIONS</b>
Chapter 2 <b>INCORPORATION</b>	Chapter 9 <b>TRANSFERS &amp; TRANSMISSIONS</b>	Chapter 16 <b>AMALGAMATIONS</b>
Chapter 3 <b>ORGANIZATION</b>	Chapter 10 <b>DIVIDENDS</b>	Chapter 17 <b>RESTORATIONS</b>
Chapter 4 <b>REGISTERED &amp; RECORDS OFFICES</b>	Chapter 11 <b>REPURCHASES &amp; REDEMPTIONS</b>	Chapter 18 <b>DISSOLUTIONS</b>
Chapter 5 <b>RECORDS</b>	Chapter 12 <b>NAME CHANGE</b>	Chapter 19 <b>MISCELLANEOUS</b>
Chapter 6 <b>ANNUAL MAINTENANCE</b>	Chapter 13 <b>AUTHORIZED SHARE STRUCTURE</b>	Chapter 20 <b>TRANSITION</b>
Chapter 7 <b>DIRECTORS &amp; OFFICERS</b>	Chapter 14 <b>EXTRAPROVINCIAL COMPANIES</b>	Chapter 21 <b>HELPFUL INFORMATION</b>

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