

## Corporate Registries

## Guide

## DISSOLUTION OF A SOCIETY

## About this Document

This document provides information and instructions for dissolving a society pursuant to the *Societies Act* of Nunavut.

## Submission Guidelines

Be sure to read the document titled *Corporate Registries –Submissions Guide* (available from our website) so you understand the process, requirements and advantages of submitting your registration via email, and other submission options. The guide also explains how to complete the forms, and how to scan any additional supporting documentation that may be required.

## How to Dissolve a Society

The steps required to voluntarily dissolve a society are as follows.

1. An extraordinary resolution is required for the voluntary dissolution of a society. "Extraordinary resolution" is defined in the Societies Act as follows: "extraordinary resolution" means a resolution passed by a majority of not less than 3/4 of those members of a society who are entitled to vote as are present in person, or where proxies are allowed, by proxy, at a general meeting of which notice specifying the intention to propose the resolution as an extraordinary resolution has been given in the manner provided by the by-laws;

Proper notice of the meeting must be given. A copy of the extraordinary resolution approving the voluntary dissolution must be provided to our office. The document must be certified to be a true copy of the extraordinary resolution and it must be dated and signed by a director of the society. A suggested form of the extraordinary resolution can be found [here](#).

2. The society must ensure that it has disposed of all of its assets in accordance with its by-laws. The society must also ensure that it has no outstanding debts or liabilities. Statutory declarations of two directors, stating that the society has no outstanding debts or liabilities and stating how the assets, if any, were disposed of, must be filed with our office. A suggested form of the statutory declarations can be found on our website.
3. The society must surrender its original certificate of incorporation to the Registrar.

Upon receipt of the documents referred to above, the Societies Registry will be prepared to fix a date from which the society shall be dissolved. If the society wishes to specify a future dissolution date, it can do so, but the extraordinary resolution should refer to this date.

The documents and original Certificate of Incorporation should be sent to Legal Registries at the address on this page.