

To access the Companies Office Online system, [login](#) using your existing account or [create an account](#).

**Supported Browsers:** Chrome, Edge and Firefox. **Safari and cell phone access is not supported.**

## Main Menu

- Select Incorporate a Non-profit Corporation

Companies Online		
My Account   HELP   Contact   Update Login Profile   Log Off		
Main Menu		JANE DOE <a href="#">view your service requests</a>
<b>Annual Return/Renewal</b> <ul style="list-style-type: none"> <li><a href="#">File my Annual Return</a></li> <li><a href="#">File my Renewal</a></li> <li><a href="#">Create Paper Copies</a></li> <li><a href="#">Request a new barcode to file Annual Return / Renewal</a></li> </ul>	<b>Reserve a Name</b> <ul style="list-style-type: none"> <li><a href="#">Submit a Name Reservation Request to see if a name is available for registration/incorporation</a></li> </ul>	<b>Incorporate/Register</b> <ul style="list-style-type: none"> <li><a href="#">Incorporate a Business Corporation</a></li> <li><a href="#">Incorporate a Non-Profit Corporation</a></li> <li><a href="#">Register a Sole Proprietorship with Individual Registrant</a></li> <li><a href="#">Register a Sole Proprietorship (by another business or corporation)</a></li> <li><a href="#">Register a Partnership</a></li> </ul>
<b>Information on Entities</b>		<b>General Information</b>
<ul style="list-style-type: none"> <li><a href="#">Search by Name/Number</a></li> <li><a href="#">Certificate of Status</a></li> </ul>		<ul style="list-style-type: none"> <li><a href="#">Notice under The Freedom of Information and Protection of Privacy Act</a></li> <li><a href="#">Help Manual</a></li> </ul>
New West Partnership		
British Columbia, Alberta, or Saskatchewan <ul style="list-style-type: none"> <li><a href="#">Register a Business Corporation</a></li> <li><a href="#">Register a Limited Partnership</a></li> </ul>		

## Open Service Request

- Click on Continue

Companies Online

Main Menu | Log Off

Service Request No : 102520134

## Open Service Request

A Service Request has been Created. Please record your Service Request Number or print this page.

Service Request Number :	102520134	<input type="button" value="Continue"/>
Registry Number :	<input type="text"/>	
Entity Name :	<input type="text"/>	
Event Type :	INCORPORATION	
Registrant Type :	NON-PROFIT CORPORATION	
Registrant Sub Type :	MB NON SHARE CORPORATION	
Service Request Status :	UNASSIGNED	
	<input type="button" value="Cancel Service Request"/>	

**Note:** You have 5 days to complete the Articles of Incorporation once you start filing them online. The information you enter in this Service Request is saved and will appear at the bottom of your Main Menu. You may re-open and complete the Articles of Incorporation (Non-Share) at a later date. However, after 5 days the Service Request is cancelled and will no longer appear on your Main Menu screen. If that occurs you will need to start from the beginning again.

## Name Selection

- Enter the Reservation Number and click on Lookup. The reserved name will be displayed.
- Click on Next Page

Companies Online Main Menu | Log Off

Service Request No : 102520134

### Name Selection

[Next Page](#)

The name you wish to use for your Corporation must be reserved before you can proceed. [Help](#)

I have searched and reserved the name I wish to use

Enter Reservation Number : 222999 - 1 [Look Up](#)

Reserved Name : LUBA'S YOGA IN THE PARK INC.

[Next Page](#)

**Note:** Please contact the Companies Office at (204) 945-1707 for assistance if you receive an error after entering your reservation number.

## Mailing Information

- Click on the Copy Filer's Address button or enter address (this is where Annual Returns will be sent)
- **Mailing Address Name:** Can be left blank or could be the name of the organization
- **Attention:** Can be left blank or could be the director's name
- **Email Address:** Complete if you want to receive an email notification instead of a paper Annual Return
- Click on Next Page

Companies Online Main Menu | Log Off

LUBA'S YOGA IN THE PARK INC. Service Request No : 112380959

### Mailing Information

Page 1 of 8 [Next Page](#)

[Help](#)

\* Required field [Copy Filer's Address](#)

Mailing Address Name :

Attention : JANE DOE

Address : \* 1 SMITH ST.

City : \* WINNIPEG

Country : \* CANADA

Province/State : \* MANITOBA

Postal Code : \* R3C3L6

I wish to receive e-mail notification when the annual return or renewal notice is due to be filed.

Email Address : jane.doe@somewhere.ca

Page 1 of 8 [Next Page](#)

## Registered Office Address

The Registered Office Address is where the books and records of the corporation are maintained. A full civic address in Manitoba is required together with the postal code (a post office box alone in Winnipeg or Brandon is not acceptable).

- Click on the Copy Mailing Address button or enter the address. Click on Next Page

Companies Online

Main Menu | Log Off

**LUBA'S YOGA IN THE PARK INC.** Service Request No : 112380959

### Registered Office Information

[Previous Page](#) | [Page 2 of 8](#) | [Next Page](#)

A Registered Office is an address where the records of the corporation are maintained. [Help](#)

\* Required field

Copy Mailing Address

Address : \*

City : \*

Country :

Province/State : \*

Postal Code : \*

Effective date, if changing address :

[Previous Page](#) | [Page 2 of 8](#) | [Next Page](#)

## Articles of Incorporation – Non-Share

### 1. The undertaking of the corporation is restricted to the following

The undertaking of the corporation must be either: agricultural, artistic, charitable, educational, fraternal, historical, literary, patriotic, philanthropic, professional, religious, scientific, social, sporting or athletic nature.

### 2. Other provisions, if any

Choose one of the two options

- If there are no other provisions, select “None”
- If you choose “Enter your Own”, please enter the information in the text box provided.

Other provisions:

- could include provisions for classes of members
- may detail provisions for the disposal of property upon dissolution of the corporation:
  - The corporation may state that on dissolution, property may be distributed among members or to a designated organization. If the Articles of Incorporation do not specifically state that the assets can

go to the members upon dissolution, this cannot be amended at a later date.

- If provisions for property disposal upon dissolution are not laid out in the Articles of Incorporation, at the time of dissolution the members will make the decision as to who receives the property, but it must go to a charitable organization or one that is beneficial to the community.

### 3. Where the undertaking of the corporation is of a social nature, the address in full of the clubhouse or similar premises that the corporation will maintain

Choose one of the two options

- If there is no clubhouse, select “None”
- If the corporation is a social club, select “Enter the full address”, and enter the information in the text box provided.

#### Number of Directors

- Choose one of the two options
  - Fixed Number of Directors
  - Minimum/Maximum:

Number of Directors :\*

Your corporation must have three or more directors. At least 25 percent of the directors must be residents of Canada.

- Fixed Number of Directors :  to
- Minimum/Maximum :  to

[Previous Page](#) Page 3 of 8 [Next Page](#)

## Director Information

Non-share corporations must have at least 3 directors.

A director must:

- Be at least 18 years old
- Not be in “bankrupt” status (a person who has previously been bankrupt may be a director after they have received their full discharge).
- Be an individual (a corporation cannot be a director)

Note: At least 25% of the directors must be residents of Canada.

#### To add a director:

- Enter the Director’s full name and address (initials are not acceptable).
- Click on Add button to add the individual to the grid
- Repeat until each Director has been added to the grid.
- Click on Next Page

Companies Online

Main Menu | Log Off

LUBA'S YOGA IN THE PARK INC.

Service Request No : 102520134

## Director Information

Previous Page Page 4 of 8 Next Page

Enter the name and address of each person who is a Director of the corporation and click on Add.

[Help](#)

Role	Name	Address
Director	MCGOO, LUBA	1 SMITH ST. WINNIPEG, MB CANADA R2C 3L6
Director	MCGOO, TOBY	1 SMITH ST. WINNIPEG, MB CANADA R2C 3L6

Director

\* Required field

First Name : \*

Middle Name :

Last Name : \*

Address : \*

City : \*

Country : \*

Province/State : \*

Postal Code :

Previous Page Page 4 of 8

## Incorporator Information

An Incorporator must:

- If an individual, be at least 18 years of age;
- Not be in “bankrupt” status (a person who has previously been bankrupt may be an incorporator after they have received their full discharge).

Provide the full names and home addresses of all incorporators. Initials are not acceptable.

The names of the Directors have been pre-populated as incorporators. Make changes if required. Any director not listed as an incorporator will need to sign Consent to Act as First Director form. This form must be scanned and a pdf copy attached to the Articles on the Documents to Attach screen.

- Make changes, if necessary
- Click on Next Page

Companies Online

Main Menu | Log Off

LUBA'S YOGA IN THE PARK INC.

Service Request No : 102520134

## Incorporator Information

Previous Page Page 5 of 8 Next Page

The list below contains the names of the incorporators. You may update this listing to add more incorporators or to remove any individual who is not an incorporator.

[Help](#)

Note : Directors who are not incorporators must complete and sign a Consent to Act as a First Director form.

\* Required field

Name	Entity Name	Address
MCGOO, LUBA		1 SMITH ST. WINNIPEG, MB CANADA R2C3L6
MCGOO, TOBY		1 SMITH ST. WINNIPEG, MB CANADA R2C3L6
MCGOO, JEFF		1 SMITH ST. WINNIPEG, MB CANADA R2C3L6

Add Update Delete

Individual  Entity on record in Manitoba

Registry No :    
(Enter the Registry Number and click on the Look Up button)

Entity Name :

First Name : \*

Middle Name :

Last Name : \*

Address : \*

City : \*

Country : \*

Province/State : \*

Postal Code :

Add Update Delete

Clear Details

Previous Page Page 5 of 8 **Next Page**

## Nature of Business

- Nature of Business will be pre-populated from the Name Reservation.
- Make changes, if necessary
- Click on Next Page

Companies Online

Main Menu | Log Off

LUBA'S YOGA IN THE PARK INC.

Service Request No : 102520134

## Nature of Activities

Previous Page Page 6 of 8 Next Page

\* Required field

Please be specific in your description;

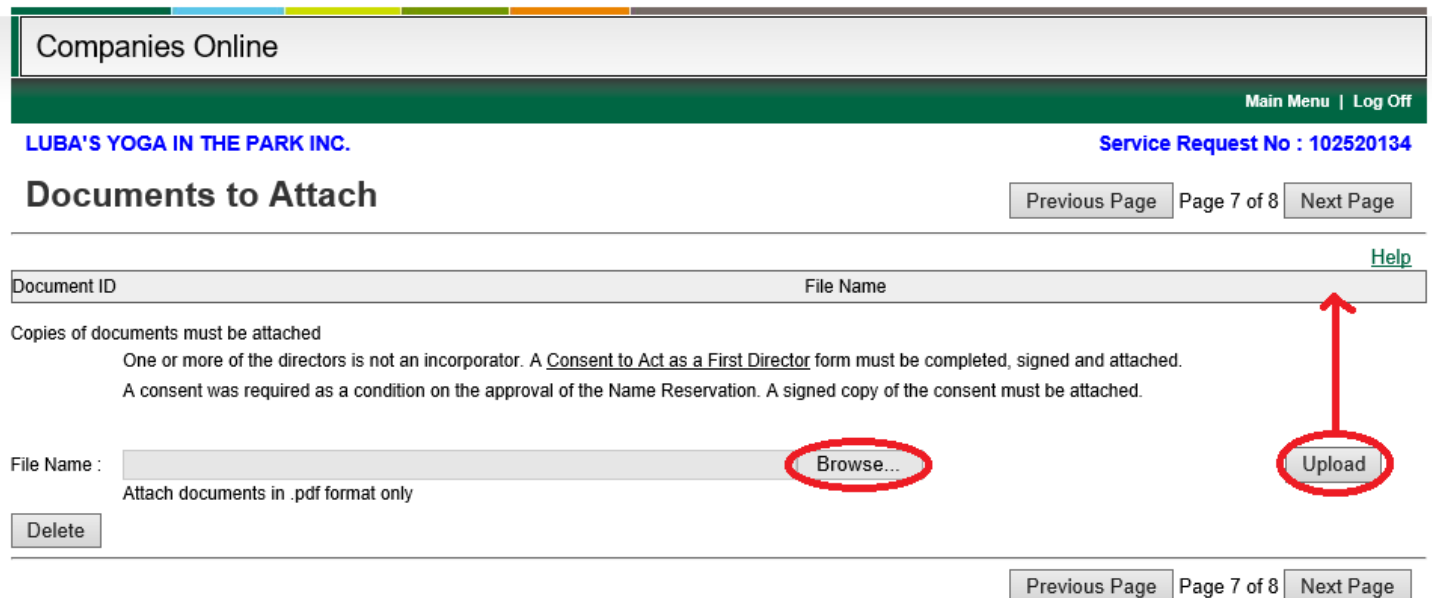
Nature of Activities : \*

Previous Page Page 6 of 8 **Next Page**

**Documents to Attach (Conditional – Proceed to next page if this screen doesn't display)**

- Screen only appears if a consent was required on the approved Name Reservation.
- Consent must be signed, scanned and saved as a PDF before it can be attached in the system.

- Click on the Browse button
- Find the scanned copy of the completed and signed document.
- Click on the Upload Button. When uploaded, the document will be listed in the grid
- Repeat steps until all of your documents are uploaded.
- Click on Next Page



Companies Online Main Menu | Log Off

LUBA'S YOGA IN THE PARK INC. Service Request No : 102520134

### Documents to Attach

Previous Page Page 7 of 8 Next Page

Document ID	File Name
-------------	-----------

[Help](#)

Copies of documents must be attached  
One or more of the directors is not an incorporator. A [Consent to Act as a First Director](#) form must be completed, signed and attached.  
A consent was required as a condition on the approval of the Name Reservation. A signed copy of the consent must be attached.

File Name :  Browse... Upload

Attach documents in .pdf format only

Delete

Previous Page Page 7 of 8 Next Page

**Delete a Document**

- Click on the document to be deleted in the Documents Attached grid.
- Click on the **Delete** button. The document should no longer be listed in the Documents Attached grid.



## Confirmation

- **Client Reference Number:** Leave blank
- **Effective Date:** Documents can be dated up to 30 days in the future. **Note:** documents will be processed and released after this date.
- **Expedited Service:** Select the checkbox if you require a faster turnaround time than our current processing times. There is an additional \$200.00 fee charged for this service.
- **Click on the Pre-Registration Report button**

Companies Online Main Menu | Log Off

LUBA'S YOGA IN THE PARK INC.

Service Request No : 112380959

## Confirmation

Client Reference No. (Optional):

Effective Date (Optional):    
(Documents will be processed and released after this date)

### Expedited Service

All filings are processed by received date. Companies Office provides the option to process filings quicker with an additional fee (double the fee to a maximum of \$200.00).

Please visit <http://www.companiesoffice.gov.mb.ca/processing.html> for current processing dates and expedite service timeframes.

YES, I would like to request Expedited Service!

Click on the Pre-Registration Report button to view the information you have entered.

## Pre-Registration Report

- Review the report. If the information is correct, click on the Submit button
- If any information is incorrect, click on the Fix Error button. This will take you to the beginning where they can fix the information

**This report contains the information you entered into the system.**

**You need to check and verify that this information is correct before proceeding.**



### Pre-Registration Report

Registry No : 10026255  
Entity Name : LUBA'S YOGA IN THE PARK INC.

As of : 11-May-2021

Entity Name : LUBA'S YOGA IN THE PARK INC.  
Registry No : 10026255  
Current Status : Active

Entity Type : NON-PROFIT CORPORATION  
Entity Sub Type : MB NON SHARE CORPORATION


Nature of Activities : YOGA IN THE PARK FOR STRESS MANAGEMENT  
NAICS Code : 812190

## Information Validation

- Read the statements and click on Yes to each statement
- Click on Proceed

Companies Online	
Main Menu   Log Off	
LUBA'S YOGA IN THE PARK INC.	Service Request No : 102520134
<b>Information Validation</b>	
You must answer the following questions before proceeding : LUBA'S YOGA IN THE PARK INC.	
The corporation has no authorized capital and shall be carried on without pecuniary gain to its members, and any profits or other accretions to the corporation shall be used in furthering its undertaking.	Yes <input checked="" type="radio"/> No <input type="radio"/>
Each first director named herein becomes a member of the corporation upon incorporation.	Yes <input checked="" type="radio"/> No <input type="radio"/>
I have satisfied myself that, the proposed name of the corporation is not the same as or similar to the name of any known body corporate, association, partnership, individual or business so as to be likely to confuse or mislead.	Yes <input checked="" type="radio"/> No <input type="radio"/>
I certify that I am authorized by the incorporator(s) to file these Articles of Incorporation with the Director under The Corporations Act and that the information contained herein is true.	Yes <input checked="" type="radio"/> No <input type="radio"/>
<div style="border: 2px solid red; border-radius: 50%; width: 40px; height: 20px; display: inline-block; margin: 5px 10px;">Proceed</div>	

## Enter Credit Card



Cardholder Name

Card Number

MMYY CW

---

Total **\$120.00**

Cancel

Process

## Receipt

- Print a copy for your records. You will still obtain a receipt when you receive a copy of the documents.
- Click on Continue

Companies Online

[Main Menu](#) | [Log Off](#)

### Transaction Approved - Payment Details

Print this page and keep it as your transaction receipt.

#### Credit Card Receipt

Companies Office

1010 - 405 Broadway

Winnipeg, MB

R3C 3L6

Telephone : (204) 945-2500

Fax : (204) 945-1459

Cardholder Name :	LUBA MCGOO
Service Request No :	102520134
Description of Goods :	INCORPORATION, Registry Number 10026255
Amount :	\$120.00 CAD
Date :	2021-05-11 15:29:44Eastern
Reference Number :	660144980016225560
Response Code :	1/01
Authorization Code :	730739

Approved - Thank you.

[Continue](#)

**Your Service Request has been submitted for Internal Review**

Companies Online

Main Menu | Log Off

LUBA'S YOGA IN THE PARK INC.

Service Request No : 102520134

**Your service request has been submitted for Internal Review.**

Companies Office staff will review and respond to your submission as quickly as possible. To check the date we are currently processing, please visit our website at <http://www.companiesoffice.gov.mb.ca/processing.html>

Service Request Number :	102520134
Registry Number :	10026255
Entity Name :	LUBA'S YOGA IN THE PARK INC.
Registrant Type :	NON-PROFIT CORPORATION
Registrant Sub Type :	MB NON SHARE CORPORATION
Event Type :	INCORPORATION
Client Reference Number (Optional):	

Once the documents have been reviewed and processed, you will receive a Certificate of Incorporation, a copy of the Articles of Incorporation (Non-Share) and a receipt for the fees paid.

**IMPORTANT INFORMATION**

Please retain the Userid and Password that you used to incorporate online. Your account has been updated so that you can file the following documents online for this corporation:

- Annual Return
- Change of Directors or Officers
- Change of Registered Office Address
- Change of Mailing Address
- Articles of Amendment to change the name of the corporation