

**COMPANIES ACT OF 1994**  
**NON-PROFIT COMPANY**  
**ARTICLES OF INCORPORATION**  
**Form 2**  
**INSTRUCTIONS**

**Format :**

Documents required to be sent to the Registrar pursuant to the Act shall conform with regulations 15 to 18 of the Regulations under the Act. Where any provision required to be set out is too long to be set out in the space provided in the form, the form may incorporate the provisions by annexing a schedule in the manner described in regulation 18 of the Regulations.

**Item 1:**

Set out a proposed corporate name that complies with sections 515 to 516 of the Act and with regulation 4 of the Regulations.

**Item 2:**

These details are required by sections 329 (b) of the Act.

**Item 3:**

If restrictions are to be placed on the undertaking the company may carry on, set out the restrictions.

**Item 4:** State the number of directors. [A non-profit company shall have no fewer than 3 directors.]

**Item 5:**

Where the undertaking of the company is of a social nature there shall be stated the full address of the principal office or building that the company is maintaining.

**Item 6:**

Any provision that is to form part of the Articles may be set out if the provision is permitted by the Act or Regulations to be set out in the by-laws of the company.

**Item 7:**

State names and address of first Directors.

**Other documents:**

The Articles must be accompanied by (a) Notice of Registered Office (Form 4); (b) Notice of Directors (Form 9); and (c) Request for Name Search and Name Reservation (Form 26) unless name is reserved.

Section 328(1) provides that no articles may be accepted for filing without the prior approval of the Attorney General. Accordingly the Articles shall also be accompanied by written evidence of such approval.

Completed documents in duplicate and the prescribed fee are to be deposited at the office of the Registrar.

**Note:**

Form 2 should also be used for Restated Articles of Incorporation of a non-profit Company. When so used it should be headed accordingly and conclude with the following paragraph –

“The foregoing restated articles of incorporation correctly set out, without substantive change, the corresponding provisions of the articles of incorporation as amended and supersede the original articles of incorporation.”

Completed document and correct fees, in duplicate, is to be deposited at the Commerce and Intellectual Property Office, Ground Floor, Methodist Commercial Building, Granby Street, Kingstown, St. Vincent.