



**REGISTRATION OF A THIRD PARTY**  
*Local Authorities Election Act*  
 (Section 163)

**Local Jurisdiction**

- ☐ City of Calgary (Council), Province of Alberta  
☐ Calgary Board of Education  
☐ Calgary Roman Catholic Separate School District

**Registration Type**

- ☐ Initial Registration  
☐ Update to Registration

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 Name of Third Party
**Entity Type**

- ☐ Person ☐ Group ☐ Corporation

**Primary Contact**

Name (Include Title: Mr., Mrs., Ms., Dr.) \_\_\_\_\_

Mailing Address \_\_\_\_\_, Alberta

Postal Code \_\_\_\_\_ Email Address \_\_\_\_\_

Primary Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

**Chief Financial Officer (CFO)**

Name (Include Title: Mr., Mrs., Ms., Dr.) \_\_\_\_\_

Mailing Address \_\_\_\_\_, Alberta

Postal Code \_\_\_\_\_ Email Address \_\_\_\_\_

Primary Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

**Location Records are Maintained and Communications Addressed (If Other Than CFO's Address)**

Name (Include Title: Mr., Mrs., Ms., Dr.) \_\_\_\_\_

Mailing Address \_\_\_\_\_, Alberta

Postal Code \_\_\_\_\_ Email Address \_\_\_\_\_

Primary Phone \_\_\_\_\_ Alternate Phone \_\_\_\_\_

**Financial Institution**

Name (Include Title: Mr., Mrs., Ms., Dr.) \_\_\_\_\_

Mailing Address \_\_\_\_\_, Alberta

Postal Code \_\_\_\_\_ Email Address \_\_\_\_\_

Office Phone \_\_\_\_\_ Signing Officer(s) \_\_\_\_\_

## Notes

1. If the third party requesting registration is a Corporation, the Primary Contact information must be that of the officer who has signing authority for it.
2. If the third party requesting registration is a Group, the Primary Contact information must be that of the Principal Officer or Principal Member. A listing of all Officers or Members must also be attached to this application.
3. Where there is any change in the above mentioned information, the registered third party shall notify the local jurisdiction in writing within 30 days of such changes by submitting a completed registration form.
4. A copy of the resolution authorizing the third party to incur election advertising expenses must be included if the third party has a governing body.

### Endorsement By Third Party CFO (For Initial Registration or Change to Registration Information)

|              |                 |                  |
|--------------|-----------------|------------------|
| _____        | _____           | _____            |
| Printed Name | Date yyyy-mm-dd | Signature of CFO |

### Acceptance By Local Jurisdiction (For Initial Registration or Change to Registration Information)

|                    |                 |                      |
|--------------------|-----------------|----------------------|
| _____              | _____           | _____                |
| Local Jurisdiction | Date yyyy-mm-dd | Authorized Signature |

The personal information collected through this form is for administering the election. This collection is authorized by section 33(c) of the *Freedom of Information and Protection of Privacy Act*. For questions about the collection of personal information, contact Leader, Election Services for The City of Calgary by phone at (403) 476-4100, by email at [elections@calgary.ca](mailto:elections@calgary.ca) or by mail at The City of Calgary, Mail Code #207, P.O. Box 2100, Station M, Calgary, AB, Canada, T2P 2M5.