8th floor Federal Building

9820 – 107 Street

 Edmonton, Alberta T5K 1E7

Telephone: (780) 644-5006

Email: [FIPolicy@gov.ab.ca](mailto:FIPolicy@gov.ab.ca)

[www.finance.alberta.ca](http://www.finance.alberta.ca)

Financial Institutions – Policy, Treasury Board and Finance

**Re: Registration Filing Requirements**

To register a provincial or extra-provincial loan or trust corporation in Alberta, a completed Application for Registration, including all forms, information, material, and evidence incorporated in the application by reference, must be filed with and approved by our office. Copies of the [forms are listed on our website](https://www.alberta.ca/financial-institutions-information-financial-service-providers.aspx#loan-and-trust-corps) for your convenience.

Sections 29 to 38 of the *Loan and Trust Corporations Act* and sections 6 and 7 of the Ministerial Regulations set out the requirements and procedures for registration of a loan or trust corporation. The complete *Loan and Trust Corporations Act*, Loan and Trust Corporations Regulation and the Loan and Trust Corporations (Ministerial) Regulation may be obtained on the internet at <http://www.qp.alberta.ca/> or by contacting the Queen’s Printer Bookstore:

* **Edmonton**

Main Floor, Park Plaza Building, 10611 – 98 Avenue, Edmonton, Alberta, T5K 2P7, (780) 427‑4952;

* **Calgary**

Main Floor, McDougall Centre, 455 ‑ 6 Street S.W., Calgary, Alberta, T2P 4E8,   
(403) 297-6251.

For more information, see [Financial institutions – Information for financial service providers](https://www.alberta.ca/financial-institutions-information-financial-service-providers.aspx).

Should you have any questions, please do not hesitate to contact our office.