

### SUMMARY OF PROCEEDING.

1. Discuss the question with your District Representative of the Department of Agriculture, and with your neighbors personally, or in Club or other meetings.
2. Write to the Co-operation and Markets Branch, Department of Agriculture, Parliament Buildings, Toronto, and explain the situation as fully as possible.
3. Hold a small meeting of interested persons, or of a committee appointed at a Club or other meeting.
4. Have this committee gather all available information relating to the trade in the article to be marketed. Acquire local facts and figures to determine the advisability of such an organization. Get from the Co-operation and Markets Branch a list of other organizations in the Province in the proposed trade, and write them for information.
5. Have the committee frame and complete a basis of organization.

#### FOR CORPORATIONS WITHOUT SHARE CAPITAL.

6. Write to the Provincial Secretary asking for forms for incorporation without share capital.
7. Return the forms properly filled out and with the necessary fees.
8. At the same time return three copies of a Memorandum of Agreement, each signed and sealed by the applicants.
9. As soon as the requirements of the Provincial Secretary's Department have been complied with, and notice to that effect has been received, the business may be started; but before starting the directors should adopt by-laws, rules and regulations, and obtain the minimum number of members mentioned in the application for membership.
10. Within the time specified in the Memorandum of Agreement hold a meeting of the members, make a full report of all transactions, have by-laws, rules and regulations approved by the members, and appoint permanent officers.
11. In January each year make the necessary annual return to the Provincial Secretary.

#### FOR COMPANIES WITH SHARE CAPITAL.

6. Write to the Provincial Secretary asking for forms for incorporation of a share company.
7. Return the forms properly filled out and with fees, and state, if so, that the proposed company is a rural co-operative company.
8. File a Prospectus with the Provincial Secretary with fee.
9. On notice from the Provincial Secretary that prospectus has been filed, issue the prospectus and sell (within 90 days) at least the minimum number of shares.