

# Governance Explainer

Prepared by Guardian Accounting  
*Supporting governance clarity for Alberta nonprofits*

## Understanding Annual Returns for Alberta Nonprofits

### What is an Annual Return?

A required filing with Alberta Corporate Registry that confirms your organization's basic information each year.

### Why It Matters

Annual Returns maintain your organization's legal status. Without them, your nonprofit can lose good standing or be dissolved.

### Why Organizations Fall Behind

- Volunteer turnover
- No onboarding process
- Lack of awareness
- No centralized record-keeping

### How to Stay Compliant

- Assign a board role responsible for filings
- Use a yearly compliance checklist
- Maintain a governance binder or digital folder
- Review compliance at every AGM

## The Bottom Line

Annual Returns are simple but essential. With the right tools, nonprofits can protect their status, assets, and ability to serve their communities

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## About Guardian Accounting

Guardian Accounting provides clear, accessible governance and compliance support for Alberta nonprofits, with a focus on volunteer-run and legacy organizations. Our goal is to strengthen continuity, reduce administrative stress, and help boards stay confident in their responsibilities.

**guardianaccounting.ca**