



Industry  
Canada

Industrie  
Canada



Corporations Canada

# So, You're Thinking of Incorporating ...

Reasons why you should  
consider federal incorporation



*Canada Business  
Corporations Act*



Canada

## ... Here's Why You Should Do It ▼

Whether you choose to incorporate federally, or in one of Canada's provinces and territories, incorporation offers many benefits to your company. For example, incorporating allows you to:

- ▶ limit your liability;
- ▶ lower your tax rates;
- ▶ improve your access to capital and grants;  
and
- ▶ establish a separate legal entity.



While you can enjoy these benefits no matter where you incorporate, federal incorporation offers a number of additional advantages:

### Easy Online Applications

Visit our user-friendly Online Filing Centre, [www.corporationscanada.ic.gc.ca](http://www.corporationscanada.ic.gc.ca), where you can:

- file your online incorporation application and have it processed by the end of the next business day;
- save your partially-completed application and return to it later;
- receive your certificate of incorporation in PDF format, making it easy to print a copy to keep on hand as proof of your incorporation;
- file required documents such as annual returns and notices of changes in your corporation's mailing address or directors.



## Protection, Flexibility, Recognition

- **Protection for your corporation name:**  
Corporations Canada ensures the uniqueness of an acceptable name. When your corporation name is approved, you have the right to use that name to carry on business across Canada.
- **Flexibility:** Federal incorporation gives you the right to locate and operate your business anywhere in Canada.<sup>1</sup> That means you can relocate or expand into any province or territory. You can also hold your meetings anywhere in the world, or even electronically, if you prefer.
- **Recognition:** Federal incorporation is seen as a sign of distinction around the world. That means your corporation will be recognized anywhere in the world as a *Canadian* company. This increased recognition can help facilitate business opportunities in other countries.

## High Quality Service

- Corporations Canada's service representatives are available from 7:30 a.m. to 8 p.m. (ET), Monday to Friday (excluding holidays). We answer most telephone calls within two minutes, and reply to email messages within 24 hours. You can reach us toll-free at **1-866-333-5556**, or by email at **corporationscanada@ic.gc.ca**.
- Corporations Canada offers a variety of complimentary services – such as pre-approval of a proposed corporation name – all of which will save you time and money.

- A number of low-cost services, such as providing copies of documents and certificates of compliance are also available.
- The Corporations Canada website features an easy-to-use online database where public information on federal corporations is available for viewing.

<sup>1</sup>You will be required to register your company separately in each of the provinces or territories where you carry on business (a fee may be required). Registration is not the same as incorporation.



# ... Here's How You Can Do It ▼

**FILING FOR FEDERAL INCORPORATION**  
Incorporating your company federally is easy. Here's how it works:

## Step 1:

### Choose a Name

Unless you would prefer to have a numbered corporation, the first step in incorporating your company is to choose a name.

- Remember that your corporation name will have to meet certain requirements before it is approved by Corporations Canada.
- You can arrange for the name you select to be approved either before you file your articles of incorporation (pre-approval), or at the time of filing.
- A NUANS® report is an essential part of choosing a corporate name. This report can be ordered from a search house or from the NUANS® Name Search System ([www.nuans.com](http://www.nuans.com)). A list of search houses is available on the Corporations Canada website.
- For additional information on this topic consult the section "Choosing a Name" in our website.

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## Step 2:

### Apply for a Certificate of Incorporation

Your application for incorporation must be accompanied by the following documents, examples of which are available on our website:

- Articles of Incorporation.
- Initial Registered Office Address and First Board of Directors.
- Payment of \$200 (when applying online) or \$250 (when applying by paper).

## Additional information

You may wish to consult our *Guide to Federal Incorporation* to gain a better understanding of the incorporation process and what it means to be federally incorporated. The *Guide* and various other sources of information are available at [www.corporationscanada.ic.gc.ca](http://www.corporationscanada.ic.gc.ca) or by contacting the Corporations Canada Call Centre at **1-866-333-5556**

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