

Practical Information On Corporate And Trade-mark Matters

Corporatek's LoraDocs *Élite Series*[™]

Corporatek will soon unveil its LoraDocs *Élite Series*[™] and its EnAct[™] products, the newest members of its Corporate Records and Document Management Software Systems, covering with these products all the needs of Corporate Services of all sizes and geographic reach. Version 2.0 of the basic LoraDocs product will also be available soon and will include a high-performance database engine. According to Mr. Pierre Khouzam, Corporatek's Vice-president, "our clients will be happy with the substantial increase of processing power embedded in this new version".

capital structure and management system, direct entry on corporate compliance forms displayed on the screen, a Group Structure Diagramming System, multiple levels of security, a documents and precedents manager, fully-customizable activity and management reports, instantaneous and complete corporate profiles snapshots, a plethora of reminder functions, among other features. EnAct[™] is the Pan-Canadian version of the product.

According to Mr. Khouzam, "... to our knowledge, these software products are unique in Canada and perhaps in the world. They will

definitely allow professional firms to achieve an unprecedented level of productivity and economy and will help them stay highly competitive in today's fast-paced world...".

Corporatek is a software systems firm specialized in the development of professional productivity software systems since 1983. In October 1998, CRAC formed a strategic alliance with Corporatek.

For more information on Corporatek's Corporate Records and Document Management Software Systems, please contact Mrs.Chantal Savoie at (514) 937-9737.

LoraDocs *Élite Series*[™] and EnAct[™]

LoraDocs *Élite Series* and EnAct are large-scale software working environments that offer all the features required by medium and large size corporate services. "We are constantly listening to our clients and, even when we are sometimes silent, it is only to listen to them better. Thanks to the 300 or so suggestions from our existing client base, we were able to develop our LoraDocs *Élite Series* software". The new software is a complete and highly integrated working environment that offers, in addition to the basic features of LoraDocs, a complete multi-currency share

LoraDocs
Version 2.0

© Corporatek Inc.
1990-1999
Tous droits réservés
All rights reserved



To know the
latest service
delays, consult
the "what's new"
window on
our web site:
www.crac.com

A word of thought...

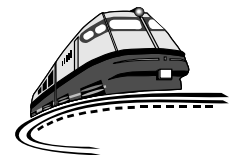
*"The weak
can never forgive.
Forgiveness
is the attribute
of the strong".*

*Mahatma Gandhi (1869-1948)
Indian Leader*

Delays for corporate services: Comparative Chart as of April 1st, 1999

SERVICES	PROVINCIAL	FEDERAL
Name Search Report and Reservation	*3 days	24 hours
Certificate of Incorporation (if search report is already done)	*2 to 3 days	2 days
Certificate of Amendment	*2 to 3 days	2 days
Certificate of Continuation, of Continuance or of Amalgamation	*3 to 4 weeks	3 to 6 days
Certificate of Dissolution	6 to 7 weeks	3 days
Notice of Change (Federal) or Amending Declaration (Quebec) for which filing of articles is not required	4 to 5 weeks	2 days
Letters Patent for Non-Profit Corporations	*3 to 4 weeks	20 days
Attestation / Certificate of Good Standing or of Compliance	*24 hours	48 hours
Revival		3 to 6 days
Initial or Registration Declaration	*2 to 3 weeks	
Annual Declaration	*4 to 6 weeks	
Revocation of Striking-Off (s. 54 Legal Publicity Act)	*3 to 4 weeks	
TaxExpress™ (GST / QST / QDAS)	10 to 15 days	
<i>The delay may vary slightly according to each file (*) = Priority service available.</i>		

Order our TAXEXPRESS™ Service (GST, QST and DAS numbers) with your incorporation!



This service allows you to meet a crucial requirement for your client at the time of incorporating a new company.

The TAXEXPRESS™ Service saves you the trouble of getting the GST, QST and the Deductions at Source numbers. All that you have to do is send us, along with your Articles of Incorporation, our questionnaire duly completed and signed. Once the numbers are issued, we promptly fax them to you.

Service fee: \$ 47 (including taxes).

For more information, please contact Ms. Franca Sucapane (ext. 328).

NEWS FROM
THE FEDERAL

Industry Canada Introduces Important Changes

New Form 22 now Available

The new annual return (Form 22) is different from the previous one in that it allows a corporation to indicate its different places of business across Canada. This information is not mandatory and its omission will not give rise to a default notice. The authorities have informed us recently that it is important to use the new form for 1999 returns as well as for consolidated returns that include the year 1999. This policy is contrary to the first proposed tolerance period for the old forms announced last January, which was to be extended to December 1999. The old forms will, however, be accepted for reporting years prior to 1999.

In addition, and contrary to previous years, Industry Canada will no longer be mailing

blank forms to corporations. It will therefore belong to legal practitioners and accountants to remind their clients of their legal obligation to file their annual return within 6 months of the corporation's taxation year-end.

**Electronic Filing of Articles:
Less Practical than it Appears**

The electronic era has truly begun in the corporate sector. Since January 1st, 1999, it is possible to file several types of articles with Industry Canada electronically namely via fax or e-mail. The few tests we have conducted so far reveal that these new filing methods are less practical than they appear. We are presently looking into ways of overcoming the constraints and adapting these new options to the needs and concerns of

our clients. We will keep you posted on new developments.

No More "Colour" Certificates

It is with much surprise that practitioners discovered Industry Canada no longer issues corporate certificates on colour paper. Now the original looks more like a copy! This is because the certificates are now produced on standard white paper from black ink printers. The "little red flag" that informally served to confirm the document's validity is now black. We are presently looking at ways of overcoming the problems this situation may cause for our clients and we will be sure to inform you of our conclusions in a future issue of our newsletter.

Introducing the "CRAC direct access" icon on LORADOCS

Among the additional features that we find in the latest version of LORADOCS and LORADOCS *Elite Series* is a new icon that provides direct access to a range of services offered by CRAC. This initiative stems from the strategic alliance concluded between Corporatek and CRAC last fall. This new feature will allow users to generate an order form for fax transmission and eventually will allow electronic transmissions.

This will make it possible for users to order name searches, certificates of compliance or attestations (Quebec), corporate accessories and even trade-mark searches. Other services will gradually be added such as filing of corporate documents.

We are planning to give demonstrations on how to use the CRAC icon to users and non-users in the next few months.

The screenshot shows a web browser window titled "Services LORADOCS - CRAC en direct". The interface includes a navigation menu with options like "Identification", "Association", "Déclaration d'incorporation", "Déclaration d'habitat", "Fondateurs", "Mise au commerce", and "Autres services". Below the menu is a form with the following fields:

- Nom de votre firme: [Text input field]
- Numéro de compte chez CRAC: [Text input field]
- Votre Nom: [Text input field]
- Votre numéro de dossier: [Text input field]
- Le nom du juriste ou responsable du dossier: [Text input field]
- Votre numéro de téléphone: [Text input field]
- Votre numéro de télécopieur: [Text input field]
- Adresse électronique: [Text input field]

On the left side of the form, there is a logo for CRAC with the text "La force d'une vision" and "To Rise With Vision". The Corporatek logo is in the bottom right corner of the form area.