



CALA Conference:
 October 24, 2001
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Info-CRAC®

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THE HUMAN SIDE OF CORPORATE BUSINESS

Introducing INCOWEB™: The Easiest and Quickest Incorporation Available

We are pleased to announce the launching of Incoweb™, our new on-line Federal incorporation service.

This web based application was developed following an invitation by Industry Canada to Intermediaries last February 2001. Incoweb™ is the first Federal intermediary application available on-line, which meets all Corporations Directorate file specifications.

Why incorporate electronically?

Speed is the primary consideration. In the case of numeric names, the turnaround time for receiving the certificate of

incorporation is approximately 4 hours, instead of 24 hours when filing paper forms.

There is also the reduced cost. The government fee is \$200 for electronic filing instead of \$250 when filing paper forms. Also to consider is the saving of delivery charges. This makes a federal incorporation less expensive than an Ontario charter or a Quebec charter (not including registration fees).

Incoweb™ advantages

Incoweb™ offers a number of features not available on the public on-line service provided by Industry Canada.

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Incoweb™ Features		
1	Certificate of incorporation delivered in a few hours	✓
2	A simple web application, no subscription fees	✓
3	Real time on-line service support	✓
4	Save \$50 on government fees	✓
5	Secure environment (128 bits)	✓
6	No advance fees required	✓
7	Save a pending file and work on it later	✓
8	User friendly environment that simulates actual paper forms	✓
9	Save time by duplicating an existing file	✓
10	File archiving and file history	✓
11	We take care of enclosing the Search report	✓
12	Print .PDF forms for signature prior to transmission	✓

For more information ask for the Incoweb service at 514-861-2722.

Incoweb™ . . . (cont'd)

For instance, using the template function could make your incorporation take as little as 2 minutes to complete and transmit (!)

We could also mention other Incoweb features such as its ability of retrieving pending files, allowing signature of incorporating forms, providing a complete file history or simply its user-friendly interface. Incoweb™ has been designed to offer users the best possible balance between simplicity of execution and effective file management.

The chart on page 1 underlines additional advantages.

What about Quebec charters?

Incoweb™ is designed for federal incorporations. However, other new services are being considered, in particular Quebec incorporations. While the Inspector General's Office is not yet able to receive incorporations electronically, we are pursuing discussions with them and are hopeful that Incoweb™ will become a future gateway for their online projects.

Practical implications

Of course, some adjustments to work protocols will be necessary, particularly over the formatting of schedules (share capital, share transfer restrictions, etc.). According to some users, these adjustments are offset by the expediency and cost savings of online incorporations.

How to subscribe

User and password privileges are issued to those who attend a formal presentation of the Incoweb™ system. Priority is given to clients who are active in the area of incorporations, and who wish to know more about this unique electronic application.

To find out how to attend a presentation please call Mr. Richard Gareau 861-2722 (ext. 338).

Turnaround schedule for Corporate Services as of October 1st, 2001

SERVICES	PROVINCIAL	FEDERAL
TaxExpress™ (GST / QST / QDAS)	5 to 10 days	—
Name Search Report and Reservation	*24 hours	24 hours
Certificate of Incorporation (Paper filing)	*1 to 2 days	2 days
Certificate of Incorporation (electronic filing) Incoweb™	—	4 to 6 hours
Certificate of Amendment	*1 to 2 days	2 days
Certificate of Continuation, of Continuance or of Amalgamation	*1 week	3 to 6 days
Certificate of Dissolution	2 to 3 weeks	4 to 5 days
Notice of Change (Federal) or Amending Declaration (Quebec)	1 to 2 weeks	2 days
Letters Patent for Non-Profit Corporations	*1 week	20 days
Attestation / Certificate of Good Standing or of Compliance	*24 hours	48 hours
Revival	—	6 to 10 days
Initial Declaration	1 to 2 weeks	—
Declaration of Registration	*2 to 3 weeks	—
Annual Declaration	*2 to 3 weeks	—
Revocation of Striking-Off (s. 54 Legal Publicity Act)	*4 to 5 days	—

The turnaround times may vary slightly according to each file () = Priority service available.*

A word of thought...

*"It is not because I am an old apple tree
that I give old apples".*

Gilles Vigneault
(Poet and singer)



CALA Conference on Corporate Law

Bill S-11: Analysing the Upcoming Changes to the CBCA*

SPEAKER: Mr. Gilles Bertrand, Senior partner at the firm of Pouliot Mercure.
A brief presentation will also be given by a representative of the Corporations Directorate at Industry Canada

DATE: October 24, 2001— Buffet 18:00
Conference from 18:30 to 20:00

PLACE: Maison du Barreau, Room 113
445 St-Laurent Blvd.
Montreal, Quebec H2Y 3T8

FEE: \$40 for members
\$50 for non-members

INSCRIPTION: For more information, please contact
Mrs. Gayle Zwicker at (514) 987-5065, ext. 2100

Bill S-11*, which should come into force before the end of the year, represents the first major revision of the Canada Business Corporations Act since it was introduced in 1975. Here are a few of the changes introduced:

- Director residency requirements reduced from a majority to 25%.
- Repealing of provisions prohibiting financial assistance to various related parties (shareholders, directors, etc.);
- No requirement to file articles of amendment when changing the address of the registered office if within the province specified in the articles.

The speaker, Mr. Gilles Bertrand has acquired a strong expertise in the area of corporate law from his many years of practice. An event therefore that should not be missed.

Who is CALA?

The Canadian Association of Legal Assistants aims to represent, promote and have recognized the role of legal assistants. CALA regularly organises conferences on a wide range of legal issues. For information on becoming a member contact the Secretary Sylvie Ferland 514-878-9381, or visit their website at www.cala-acaj.com.



CRAC, is proud to sponsor

We are pleased to be one of the sponsors of this important event and we hope to meet you on the 24th to discuss our new Incoweb™ service. By attending the conference you stand a chance of winning 2 tickets to the Grey Cup!

(*) Download a copy of Bill S-11

You can get a copy of Bill S-11 from our web site in the "What's New?" section (www.crac.com)