

In this issue:

[New in IncoWeb® - Amending Declaration for Legal Persons](#)

[Holiday Closings!](#)

[More Baby News!](#)

[Corporate Delays](#)

[Contact Us](#)

[Price List](#)

[About CRAC](#)

[Previous Issues](#)

New in IncoWeb® - Amending Declaration for Legal Persons

Technology is constantly evolving. Business is conducted in high speed. Deadlines seem impossible to meet these days. In response to all this, we created IncoWeb® to meet the demands of our clients and, over the years, we've continued to develop it so to be able to offer you a gamut of services. As a user of IncoWeb®, you improve your productivity, find effective solutions to your problems, and you get to do it all in a timely fashion.

This brings us to the announcement that a new service is now available in IncoWeb®.

New Service

Indeed, as of October 27, the amending declaration for legal persons became available online. This new service is in addition to the declaration of registration and initial declaration already available online as of one year ago.

Why choose the amending declaration via IncoWeb®?

Instant download of the file from the CIDREQ register: No need to enter the information already declared in CIDREQ, the system does it for you automatically in real time. As a result, you are sure to get the most current file information from the CIDREQ register in IncoWeb®. All you need to do then is enter your changes.

Here is an example: If one of the directors in a given company is resigning and replaced by another, IncoWeb® allows you to download the information from CIDREQ regarding the resigning director and by clicking on the "withdraw" button, that director will automatically appear as withdrawn on the declaration without having to enter any data. All is left for you to do is enter the information in IncoWeb® regarding the new director, such as his name and address, and "add" him as a director in the appropriate section of amending declaration. Talk about efficiency!

This automatic download feature from CIDREQ is also available for the TaxExpress™ service.

FOOD FOR THOUGHT
 "Peace cannot be kept by force. It can be achieved only by understanding."
Albert Einstein



Happy Holidays!

At this time of the year it's customary to reflect back on the year that was and look forward to the New Year.

This year, CRAC became part of a newly publicly-traded company, a strategic plan that will ensure our long-term growth and success. Thérèse Fredette, who founded CRAC twenty-seven years ago, remains at the helm of CRAC. She delights us with her tale of launching her career from the cradle. Her entrepreneurial spirit still shines as bright as it did in 1979 when she embarked on her business adventure, and that spirit shows no signs of fading. Those who know her can attest to her

Other IncoWeb® features

IncoWeb® offers many more features that help you with the management of your online files that you don't get on other sites. Here are just a few examples.

Fast: Just like all other IncoWeb® services, you can associate your amending declaration with an existing file and still take advantage of the instant download feature from CIDREQ. A fantastic time-saver!

Save your files: Unlike many online sites, IncoWeb® allows you to save all the data you enter for the declaration, to retrieve it at any time and modify it as many times as you would like before sending it to CRAC.

Automatic validation: IncoWeb® carries out an automatic validation of the data and advises you if you have omitted to enter required information. Moreover, one final validation is conducted by our trained paralegals in order to reduce the risk of having the declaration rejected by the Registrar's office.

Savings: You save \$10 on our service fee if you send the amending declaration to CRAC electronically via IncoWeb®. Or you can choose to print the declaration for free at your office to send it to your client for his signature and then send us the paper copy for filing or file yourself.

Other new features

Thanks to the feedback from IncoWeb® users, the system is now even more user-friendly.

First of all, you'll notice new access functions to make opening of your files easier. The left menus were refreshed to make data entry a simple step-by-step task. Finally, you'll be able to view pictures of minute books and seals when you order them via IncoWeb® so you know exactly what you are ordering.

In keeping with our commitment to improve our services, other surprises are in store for the upcoming months. Your opinion is important to us so don't hesitate to give us your comments or suggestions regarding IncoWeb® by calling 514-861-2722 or emailing us at crac@crac.com.

Haven't signed up yet? Call us to enrol for free and you'll experience the great benefits of IncoWeb® first hand.

[Top](#)



Holiday Closings

Here are the holiday closings for the offices of the Enterprise Registrar ("Registrar"), Corporations Canada and CRAC:

- Friday, December 22, 2006:
 - Registrar closed;
 - Corporations Canada open;
 - CRAC open.

- Monday, December 25, 2006:

zest for life as being quite contagious.

CRAC may be part of a much larger family but nothing has changed in the day-to-day for us or our clients. Our long-standing commitment to provide quality service to our clients has not faltered – if anything, it's reinforced by a management team that has the same high standards and business philosophy as we do. You – the clients – are the backbone of our business. If it wasn't for our clients, we would have no *raison d'être*.

On behalf of Thérèse and the entire CRAC team, I do want to take this opportunity to say "thank you" to all our valued clients for your continued support and loyalty to us. We undertake to continue to serve you the best way we know how and look forward to new business opportunities with you in 2007.

The month of December is upon us and it's easy to get caught up in the frenetic pace associated with this season both at work and at home. It's any wonder we make it to Christmas in one piece! As you work on your umpteen file this month, take a moment to take a sip of your coffee or say hello to your colleague sitting at the cubicle next to yours. Or as you battle through the shopping crowds to find that perfect Christmas gift for a loved one, remember you'll have to do this all over again next year! HO! HO! HO!

As you reflect upon your accomplishments this year and plan for next year, please let us know if there's anything we can do to help you to ease your workload or your peace of mind.

In this issue, we include the holiday closings of CRAC as well as those of provincial and federal government

- Registrar closed;
- Corporations Canada closed;
- CRAC closed.

- Tuesday, December 26, 2006:

- Registrar closed;
- Corporations Canada closed;
- CRAC closed.

- Wednesday, December 27, 2006:

- Registrar open;
- Corporations Canada open;
- CRAC open.

- Thursday, December 28, 2006:

- Registrar open;
- Corporations Canada open;
- CRAC open.

- Friday, December 29, 2006:

- Registrar closed;
- Corporations Canada open;
- CRAC open.

- Monday, January 1st, 2007:

- Registrar closed;
- Corporations Canada closed;
- CRAC closed.

- Tuesday, January 2, 2007:

- Registrar closed;
- Corporations Canada open;
- CRAC closed.

- Wednesday, January 3, 2007:

- Registrar open;
- Corporations Canada open;
- CRAC open.

To obtain a certificate date between December 22 and 26, we must receive your documents at our offices on Friday, December 22 before **4:30 pm**. This also applies to users of our online system *IncoWeb®*.

If you need a certificate date between December 29, 2006 and January 2, 2007, we must receive your documents at our offices on Friday, December 29 before **4:30 pm**. *IncoWeb®* users must do the same for their documents transmitted to us online.

Please don't forget to specify the required date in your letter or on the articles, as the case may be. We'll tend to your special requests regarding your documents and remain at your disposal for any questions you may have.

Best wishes for the Holidays!

offices. It's only a few days off but it's a welcome repose. Here's hoping that you catch up on some well-deserved downtime and enjoy the true spirit of this season.

From all of us at CRAC, we wish you a safe and peaceful Holiday Season and may the New Year 2007 bring health and prosperity to you and your loved ones!

Franca Sucapane
Editor



IncoWeb® Training

You are interested to learn more about our online *IncoWeb®* services?

Whether you are already a user of our online *IncoWeb®* service or not, you probably will enjoy a one-hour free training session. For more information or to schedule a training session, please call Annie Fredette at 514-861-2799, ext. 355, or contact her by email at afredette@crac.com

[Top](#)



More Baby News!

We did mention in our last issue that 2006 was the year of babies at CRAC! Well, another CRAC employee had a baby, the third and last, for this year anyway. Who knows what 2007 holds for us?

This time it was Kelly Cardoso of the Corporate Services Department, and her husband Paul, who became parents for a second time of a baby girl they named Alexis. Nearly two weeks late, Alexis finally arrived in this world on October 6 weighing in at 7 pounds, 6 ounces and measuring 20¼". Alexis is joined by her older sister Angelina. Congratulations to the family!



Alexis Johnson

[Top](#)



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