



Canadian Company Set-up Form

Please list at least 3 company names you wish to use in order of preference. (Keep in mind that you may only use the following Legal Entities (Ltd, Corp., Corporation, Inc., Incorporated))

- 1.
- 2.
- 3.

In what jurisdiction would you like to incorporate?

Federal Canada (Must have 1 Canadian resident director)

New Brunswick (No Canadian Director required)

Ontario (No Canadian Director required)

Alberta (50% of the directors must be resident Canadians)

British Columbia (No Canadian Director required)

Directors and officer's information. **You must provide a utility bill showing the current address of the director and a VALID photo identification (Driver's License, Passport or Country ID Card).** We will not be able to incorporate a company without full contact information for each director plus a signed statement that they agree to serve as director for the company (in New Brunswick a signed DIRECTOR'S CONSENT FORM is required).

Directors Name	Is an Officer?	
_____	_____	Or: _____

Directors Address	_____
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Phone #:	_____	Email:	_____
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Directors Name	Is an Officer?	
_____	_____	Or: _____

Directors Address	_____
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Phone #:	_____	Email:	_____
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Directors Name	Is an Officer?	
_____	_____	Or: _____

Directors Address	_____
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Phone #:	_____	Email:	_____
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Or do you require a nominee director (at an extra charge) Yes No . If YES, the company will be required to sign an indemnification letter to protect that director.

Corporate Secretary: _____. There must be a designated Corporate Secretary who is an officer of the company. If you don't have one, we can provide one at an additional cost. Yes

Please provide details on the share structure, limits to the number issued, share transfer restrictions.
Common Class A: (# of shares that can be issued i.e. "Unlimited" or specify "# of Shares")

Preferred Class A, B or C: (# of shares that can be issued i.e. "Unlimited" or specify "# of Shares")
*** list requirements on a separate page

Other _____ (# of Shares that can be issued i.e. "Unlimited" or specify "# of Shares")
*** list requirements on a separate page

First Shareholder

Name: _____

Address: _____

Phone: _____ email: _____

Number of Common Shares _____ Price per Share: _____

Are there any restrictions on the activities the business can carry on? Yes (Specify): No

What is the company's fiscal year end? _____

Nature of Business: _____

Your registered office must be in the jurisdiction where you are incorporated. The mailing address of the company can be anywhere EXCEPT a PO Box.

Registered Office Address:

OR Do you want us to provide the Registered Address for an annual fee: Yes . *If we provide the registered office but not the corporate secretarial services your corporate secretary will be required to send us originals of all minute book documentation (this is a legal requirement).*



Where do you want mail sent to? Same as Registered Office? Yes **or:**

Additional Services:

Phone Number

Website

Bookkeeping


If you have selected any of the additional services above, we will contact you to gather more information on the service requested.

Touchstone is being asked to incorporate a company based on the above information by:

Name: _____ Date: _____

Relationship to the company: Shareholder Future Director Advisor

Touchstone does not guarantee that the work it is performing will be accepted by the authorities it is intended for. Changing requirements or even simply uneven application of those requirements by those authorities can result in delays, additional documentation/costs and/or rejection of the work. We take no responsibility for any changes or rejections from sources outside our control as we base our work on the best available information at the time we take on the work.

Signature:  _____