

New Federally Incorporated w/ Head Office on PEI

This must be completed on computer using Google Chrome or Firefox as the browser

- Go to our website <https://ocbr.princeedwardisland.ca>
- Create account in order to gain access to the system
- Log in after successful verification
- Click *Reserve A Name* and select *Extra Provincial* as the Business Type
- Complete application ***PLEASE SEE NOTE***
- You will receive 2 emails. First the receipt, second contains *Company Pin & Key*
- Go back into the system and search the business name
- Click business name and then *Manage This Business*
- Enter Company Key
- Click on *Create Extra-Provincial Registration*
- Complete application

*****Note:** When you select your jurisdiction as **Federal**, there will be a small box below **Federally Incorporated with a Head office on PEI**. You **must** click that box or you will be charged \$275***

Once approved by our office, you will receive a Certificate of Registration sent to all contacts listed.

If you have any questions, please contact us at 902-368-4550 or askcorporateregistry@gov.pe.ca