

Confirm Employer Not Already Registered

To Open the Corporate Entity in CaMS:  
1. Enter the CRA # in the field and click on Search  
2. If Nothing comes up, enter the name in the Trading/Business Name field and if nothing appears, then click on Register Corporate Entity

Search Criteria

Trading / Business Name

CRA Number

886530013

Registered / Legal Name

Postal Code

Search

Reset

Register Corporate Entity

Search Results

Corporate / Branch	Reference Number	CRA Number	Trading / Business Name	Registered / Legal Name	Business City
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Search Criteria

Trading / Business Name

CRA Number

Registered / Legal Name

Har-De-Bo Farms

Postal Code

Search

Reset

Register Corporate Entity

Search Results

Corporate / Branch	Reference Number	CRA Number	Trading / Business Name	Registered / Legal Name	Business City	Registration Date
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Register Corporate Entity

[★ Register](#) [★ Cancel](#) [↻](#) [f](#)

\* required field

Registered Office

Registered / Legal Name *	<input type="text"/>	Trading / Business Name *	<input type="text"/>
CRA Number *	886530013	Total Number of Employees in Corporation *	6
Year Business Registered	2000	Preferred Language *	English
Preferred Communication	<input type="text"/>		

Registered / Corporate Address

Country	Canada	Postal Code to Lookup	N0L1A0
			<a href="#">Search</a>

Registered / Corporate Address

Apt/Suite	<input type="text"/>	Street 1	4966 PARKHOUSE DR
Street 2	RR 0004	City	APPIN
Province/State	Ontario	Postal/Zip Code	N0L1A0

Mailing Address

Same as Registered / Corporate Address	<input checked="" type="checkbox"/>	Country	Canada	Postal Code to Lookup	<input type="text"/>
					<a href="#">Search</a>

Mailing Address

Apt/Suite	<input type="text"/>	Street 1	4966 PARKHOUSE DR
Street 2	RR 0004	City	APPIN
Province/State	ON	Postal/Zip Code	N0L1A0

Phone Details

Enter all the information into the fields. For Postal Code click on Search after entering the postal code. This will bring up the list for that postal code and then select the appropriate address  
If the Corporate and Business addresses are the same click here

Phone Details

Primary Phone Number	226-448-2855	Primary TTY	<input type="checkbox"/>
Alternate Phone Number		Alternate TTY	<input type="checkbox"/>
Fax Number		Fax TTY	<input type="checkbox"/>

Email Address

Email Address

Company Contact

Contact Name *	Alec Boekhoven	Contact Type *	Primary
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Contact Phone Number

Primary	Phone Number	226-448-2855	TTY	<input type="checkbox"/>
Alternate	Phone Number		TTY	<input type="checkbox"/>

Contact Email Address

Register Corporate Entity

[★ Register](#) [★ Cancel](#) [↻](#) [🖨](#)

\* required field

Enter Phone number and email in both spots (this will ensure if there is a Employer Follow-up(COJG), there is a phone number and email

Once everything is filled in, click on Register in the top right  
NOTE: if you miss a field, CAMS will let you know

## Corporate Entity Registration Completed

The Corporate Entity registration process has been successfully completed.

The Corporate Entity's reference number is 10241222730

[Create New Employer for this Corporate Entity](#)

[Click here to open the Corporate Entity home page.](#)

[Click here to register another Corporate Entity.](#)

This is the screen you will see when the Registration is completed

This is the Corporate Reference number

Click on Create New Employer for this Corporate Entity Home Page

You will do the same thing for the Employer as for the Corporate Entity. The only difference is that there is a Trading Details section in the Employer one that asked for Type of Sector and NAICS Code

### Search Criteria

Employer Reference Number

Trading / Business Name

Business City

Registered / Legal Name

Search

Reset

Continue

### Search Results

Case Reference	Employer Reference Number	Trading / Business Name	Registered / Legal Name	Business City	Status
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Contact Email Address

hardebobilling@gmail.com

### Trading Details

Type of Sector \*

Private

NAICS Code \*

112210 - Hog and Pig Farming US

Once everything is filled in, click on Register in to top right of the screen

Register Employer

[Register](#) [Cancel](#)  

<input type="text" value=""/> -10241222731			
Registered / Legal Name	Har-De-Bo Farms	Status	Active
Registration Date	08/09/2023	Preferred Language	English

- Home
- Cases
- Service Plan Cases
- Contact
- Administration
- Alternative IDs
- History
- Trading Status
- Employer Review

Employer Home:

- Edit
- Create Employment Ontario Case
- 
- 

Name

Trading / Business Name	<input type="text" value=""/>	Registered / Legal Name	<input type="text" value=""/>
Business Identification Number	886530013	Preferred Language	English
Registration Date	08/09/2023	Preferred Communication	
Sensitivity	1	Corporate Entity	Har-De-Bo Farms <a href="#">[Change Corporate Entity]</a>
		Corporate CRA Number	886530013
		Total Number of Employees in Corporation	6
		Status	Active

This is what the screen will look like when you are finished.  
If the Employer is for a COJG, the click on Create Employment Ontario Case