Canada GST/HST Registration Search

1. Click <u>here</u> to access the GST/HST Registration site. On the Terms and Condition's site, click "I Agree."

Government Gouvernement of Canada du Canada					Canada.ca Services Departments Français
Canada Revenue Agency					Canada Search
Individuals and families	Businesses	Charities and giving	Representatives		
Home A Online services and other e-services A For business A Confirming a GST/HST account number A Terms and conditions of use					
Resources Online services Forms and publications A to Z index Enquiries		Terms and conditions of use Information on the GST/HST Registry is as up-to-date as Canada Revenue Agency (CRA) records. The GST/HST Registry is not intended to be a search engine. The CRA is not responsible for losses or damages that result from your use of the GST/HST Registry. This includes: • losses or damages that result from system maintenance, or delay, unavailability, or malfunction of the GST/HST Registry, or any matter outside the control of the CRA			
	n	losses or damages the end of the GST/HST Registry register results is strictly provide above the above of use:	nat result from your failure to fol y only to validate the GST/HST ohibited. terms and conditions agree	num	he CRA terms and conditions of use ber of a business. Any commercial reproduction of the If you don't agree to the above terms and conditions of use:

2. In order to obtain the confirmation notice, enter the vendor's GST/HST number, the business name (vendor name) and the transaction name as seen below in the screenshot.



3. Select the print button and choose local printer. Scan the document and once saved on local drive, attach to new vendor setup form.

Alternatively, if "Print to PDF" is installed use that function to save to local drive and attach to new vendor setup form.

