

Appendix B-1

RC-1 Preparation

As a non-resident partnership filing a T2062, you will need to complete an application for a Business Number (BN). Please see **Appendix B** for a completed application.

Register for a business number

Check the box indicating you would like to register for a business number (BN) Part A

Register for program account

Check “Information return (RZ) Part E”

Part A General Information

Part A1 Ownership type and operation type

- Check “Partnership”
- Answer “No” to are you incorporated
- Tick the box that best describes your type of operation (optional)

Part A2 Owner’s Information

- Provide the first and last name of partners.
- Provide their titles (ex. Partner)
- Telephone numbers are optional
- Social Insurance Numbers are optional (non-resident directors will not have these)

Part A3 Business Information

Please provide the following information

- Legal name
- Address
- Mailing address (if different)
- Language of correspondence: please select English

Part A4 Major Business activity

Provide details of your major business activity. For this case, investments was used. You do not need to specify the three main products or services provided.

Part A5 GST/HST Information

Answer the questions in accordance with the example provided.

Skip sections B, C and D.

Part E Registering for an information return program account (RZ)

Part E1 Information Return program account identification

Check the box indicating the information is the same as in Part A3.
For program account type check “Partnerships”

Part G Certification

Check the box indicating what type of individual is signing the form. For our example it was a partner. Provide the requested information and have the individual sign and date the form.