



## Prince Albert and Region Sources of Information and Required Licenses

Last Verified: 2011-03-28

**Canada-Saskatchewan Business Service Centre** ([www.canadabusiness.ca/sask/](http://www.canadabusiness.ca/sask/))

#2 - 345 3rd Avenue South  
Saskatoon, SK S7K 1M6  
Toll Free: 1-800-667-4374

**Information Services Corporation - Corporate Registry** ([www.isc.ca/corporateregistry](http://www.isc.ca/corporateregistry))

**To register a company name or incorporate a business**

Information Services Corporation  
Corporate Registry  
1301 1st Avenue  
Regina, SK S4R 8H2  
Telephone: 306-787-2962

**Sole Proprietorship/Partnership:**

\$ 50.00 Saskatchewan Mandatory Name Search  
\$ 65.00 Registration (save \$10 if completed online)  
**\$115.00 TOTAL** (\$105.00 if done online)

**Incorporation:**

\$ 50.00 Saskatchewan Mandatory Name Search  
\$ 265.00 Registration (save \$50 if completed online)  
**\$315.00 TOTAL** (\$265.00 if done online)

**\*\*NOTE:** If you have questions concerning online completion of your registration, contact Information Services Corporation. These prices are subject to change.

**Saskatchewan Finance** ([www.finance.gov.sk.ca/](http://www.finance.gov.sk.ca/))

**Corporation Capital Tax; Provincial Sales Tax; Fuel Tax (Collectors); Liquor Consumption Tax; Tobacco Tax**

Saskatchewan Finance  
Revenue Division  
2350 Albert Street  
Regina, SK S4P 4A6  
Telephone: 306-787-7780  
Toll Free: 1-800-667-6102

**Canada Revenue Agency ([www.cra.gc.ca/menu-e.html](http://www.cra.gc.ca/menu-e.html))  
GST; Income Tax; Payroll (CPP & EI) and Import/Export Numbers**

Saskatoon Tax Services Office

340 3<sup>rd</sup> Avenue North

Saskatoon, SK S7K 0A8

Toll Free (Information): 1-800-959-5525

Pour service en français/For service in French: 1-800-959-7775

Toll Free (Publications): 1-800-959-2221

Pour service en français/For service in French: 1-800-959-3376

**Municipal Licenses**

Contact your local city hall, town or village office, or rural municipality office.

**City of Prince Albert ([www.citypa.ca](http://www.citypa.ca))**

1084 Central Avenue

Prince Albert, SK S6V 7P3

Licensing/Business Tax Telephone: 306-953-4384

Assessment/Taxation Telephone: 306-953-4320

Building Permits Telephone: 306-953-4376

Zoning Telephone: 306-953-4376

**Saskatchewan Workers' Compensation Board ([www.wcbsask.com](http://www.wcbsask.com))**

115 – 24<sup>th</sup> Street East

Saskatoon, SK S7K 1L5

Toll Free Claims: 1-800-667-7590

Toll Free Assessment (Registration): 1-800-667-7580

**Labour Standards ([www.labour.gov.sk.ca/LS/](http://www.labour.gov.sk.ca/LS/))**

Saskatchewan Labour

Labour Standards District Office

800 Central Avenue

Prince Albert, SK S6V 6Z2

Telephone: 306-953-2715

Toll Free: 1-800-667-1783

**Occupational Health & Safety ([www.labour.gov.sk.ca/ohs](http://www.labour.gov.sk.ca/ohs))**

Occupational Health & Safety Division District Office

800 Central Avenue

Prince Albert, SK S6V 6G1

Telephone: 306-953-2544

Toll Free: 1-800-667-5023

**Canada Border Services Agency ([www.cbsa.gc.ca/menu-eng.html](http://www.cbsa.gc.ca/menu-eng.html))**

Import/Export Enquiries

2130 Airport Drive

Saskatoon, SK S7L 6M6

Telephone: 306-975-4755 or 306-975-5110

Toll Free: 1-800-461-9999

**Service Canada ([www.servicecanada.gc.ca/en/home.html](http://www.servicecanada.gc.ca/en/home.html))**

General Enquiries (EI) - Toll Free: 1-800-206-7218  
Record of Employment - Toll Free: 1-800-667-7554  
Labour Programs - Toll Free: 1-800-641-4049  
Income Security Programs including Canada Pension Plan - Toll Free: 1-800-277-9914

**Service Canada Centres in Saskatchewan**

([www1.servicecanada.gc.ca/cgi-bin/hr-search.cgi?cmd=lst&pv=sk&ln=eng](http://www1.servicecanada.gc.ca/cgi-bin/hr-search.cgi?cmd=lst&pv=sk&ln=eng))

**Health Permit/Regulations**

**Public Health Inspector**

Prince Albert Health District  
1521 - 6th Avenue West  
Prince Albert, SK S6V 5K1  
Telephone: 306-765-6605

Prince Albert Parkland Regional Health Authority  
2345 - 10th Avenue West  
P.O. Box 5700  
Prince Albert, SK S6V 7V6  
Telephone: 306-765-6400  
Toll free: 1-800-922-1834

Kelsey Trail Regional Health Authority  
P.O. Box 1780  
Tisdale, SK S0E 1T0  
Telephone: 306-873-6600

**Liquor Licensing**

**Saskatchewan Liquor and Gaming Authority ([www.slga.gov.sk.ca](http://www.slga.gov.sk.ca))**

(application forms available online)

The Tower at Midtown  
201 - 1st Avenue South  
Saskatoon, SK S7K 2H6  
Toll Free: 1-800-667-7565

**Fire Regulations**

Contact your local town, RM or village office  
City of Prince Albert Fire Department ([www.pafire.ca/](http://www.pafire.ca/))  
Telephone: 306-953-4200

**Licenses are required for the following types of businesses:**

**Auctioneers; Collection Agents; Credit Reporting Agents; Direct Sellers (direct solicitors); Film and Video Classification; Motor Dealers; Cemeteries; and Sale of Training Courses.**

Application forms and the acts are available on the Consumer Protection Branch Web site or contact the directly at the numbers below:

**Saskatchewan Justice**

**[Consumer Protection Branch \(www.justice.gov.sk.ca/cpb\)](http://www.justice.gov.sk.ca/cpb)**

Suite 500, 1919 Saskatchewan Drive  
Regina, SK S4P 4H2  
Telephone: 306-787-5550  
Toll Free: 1-888-374-4636

**Agricultural Implements Dealers License**

([www.agriculture.gov.sk.ca/Default.aspx?DN=d56cd4e1-8572-44ed-9d53-37aa7cf8fb79](http://www.agriculture.gov.sk.ca/Default.aspx?DN=d56cd4e1-8572-44ed-9d53-37aa7cf8fb79))

**The Agricultural Implements Act**

([www.qp.gov.sk.ca/documents/English/Statutes/Statutes/A10.pdf](http://www.qp.gov.sk.ca/documents/English/Statutes/Statutes/A10.pdf)) is available online or contact the Agriculture Implements Board directly for forms at the address below:

**Saskatchewan Agriculture ([www.agriculture.go.sk.ca](http://www.agriculture.go.sk.ca))**

Agriculture Implements Board  
Room 201, 3085 Albert Street  
Regina, SK S4S 0B1  
Telephone: 306-787-4693

**Agriculture Business Centre**

P.O. Box 3003, 800 Central Avenue  
Prince Albert, SK S6G 6G1  
Telephone: 306-953-2363

**Agriculture Knowledge Centre**

Toll free: 1-866-457-2377

**Enterprise Saskatchewan ([www.enterprisesaskatchewan.ca](http://www.enterprisesaskatchewan.ca))**

Prince Albert Regional Office  
P.O. Box 3003, 225-1061 Central Avenue  
Prince Albert, SK S6V 6G1  
Telephone: 306-953-2275  
Toll Free: 1-800-265-2001

**Community Futures Newsask ([www.newsaskfdc.ca](http://www.newsaskfdc.ca))**

P.O. Box 357  
903 - 99th Avenue  
Tisdale, SK S0E 1T0  
Telephone: 306-873-4449  
Toll Free: 1-800-586-9855

**Prince Albert & District Community Futures ([www.pacf.ca](http://www.pacf.ca))**

# 1 - 1499 - 10th Avenue East  
Prince Albert, SK S6V 7S6  
Telephone: 306-763-8125

**Community Futures Sagehill ([www.sagehill.ca](http://www.sagehill.ca))**

P.O. Box 10, 515 Mayer Street  
Bruno, SK S0K 0S0  
Telephone: 306-369-2610  
Toll Free: 1-888-732-8999

**North Central Enterprise Region ([www.ncer.ca](http://www.ncer.ca))**

#225 – 1601 Central Avenue  
Prince Albert, SK S6V 4V4  
Telephone: 306-953-4030

**North East Enterprise Region ([www.saskneer.ca](http://www.saskneer.ca))**

P.O. Box 250, 501 Prince Street  
Hudson Bay, SK S0E 0Y0  
Telephone: 306-865-6250  
Toll Free: 1-877-897-8852

**Prairie Innovation Enterprise Region ([www.pi-er.ca](http://www.pi-er.ca))**

P.O. Box 3430, 805 – 8<sup>th</sup> Avenue  
Humboldt, SK S0K 2A0  
Telephone: 306-682-4737

**Conseil de la Co-operation de la Saskatchewan (in French only) ([www.ccs-sk.ca](http://www.ccs-sk.ca))**

303 - 2114, 11th Avenue  
Regina, SK S4P 0J5  
Telephone: 306-566-6005  
Toll Free: 1-800-670-0879

**Women Entrepreneurs of Saskatchewan Inc. ([www.womenentrepreneurs.sk.ca](http://www.womenentrepreneurs.sk.ca))**

108 – 502 Cope Way  
Saskatoon, SK S7T 0G3  
Telephone: 306-477-7173  
Toll Free: 1-800-879-6331

**Chambers of Commerce**

Prince Albert: 306-764-6222  
Melfort: 306-752-4636  
Nipawin: 306-862-5252  
Tisdale: 306-873-4257

**Libraries**

Prince Albert Public Library: 306-763-8496  
Nipawin: 306-862-4867  
Melfort: 306-752-2022  
Tisdale: 306-873-4767  
Shellbrook: 306-747-3419

Check the business pages of your local telephone book for a library in your area, or go to [www.libraries.gov.sk.ca/libdirectory.html](http://www.libraries.gov.sk.ca/libdirectory.html) and do a search.

**Saskatchewan Watershed Authority ([www.swa.ca/](http://www.swa.ca/))**

P.O. Box 2133, 201 - 1st Avenue East  
Nipawin, SK S0E 1E0  
Telephone: 306-862-1750

**Highway Signage Approvals ([www.highways.gov.sk.ca/ruralmunicipal-signing/](http://www.highways.gov.sk.ca/ruralmunicipal-signing/))**

Saskatchewan Highways and Infrastructure  
1<sup>st</sup> Floor, 2174 Airport Drive  
Saskatoon, SK S7L 6M6  
Telephone: 306-933-8319  
Tourism related signs call the local Regional Tourism Board

**Environmental Impact Approvals  
Environmental Assessment Branch**

**([www.environment.gov.sk.ca/Default.aspx?DN=dd506e76-4819-4493-a22b-6411133ca469](http://www.environment.gov.sk.ca/Default.aspx?DN=dd506e76-4819-4493-a22b-6411133ca469))**

Environment and Resource Management  
Manager Assessment Review  
4th Floor, 3211 Albert Street  
Regina, SK S4S 5W6  
Telephone: 306-787-6132

**Saskatchewan Human Rights Commission ([www.shrc.gov.sk.ca/](http://www.shrc.gov.sk.ca/))**

Includes the Physical Accessibility Standards Guidelines for Business Facilities  
Telephone: 306-787-2530  
Toll Free: 1-800-667-8577  
Telewriter: 306-787-8550

---

Prepared by: Government of Saskatchewan

---

For further information regarding starting a business, contact the

**Canada-Saskatchewan Business Service Centre**

#2 - 345 3<sup>rd</sup> Avenue South  
Saskatoon, SK S7K 1M6  
Phone: **306-956-2323** Toll-Free: **1-800-667-4374**  
E-mail: [saskatchewan@canadabusiness.sk.ca](mailto:saskatchewan@canadabusiness.sk.ca)  
Web site: <http://www.canadabusiness.ca/sask/>

---

**DISCLAIMER**

*Information contained in this document is of a general nature only and is not intended to constitute advice for any specific fact situation. Users concerned about the reliability of the information should consult directly with the source, or seek legal counsel.*

---

**business infosource** is a proud partnership between:



Western Economic  
Diversification Canada

Diversification de l'économie  
de l'Ouest Canada

Canada

