



GC BN Adoption

BN Web Validation service Business Rules

REVISION LOG

Date	Version	Description	By
February 2018	3.0	<ul style="list-style-type: none">• Language code – corrected field length to 02• Appendix 9 – corrected Returned Mail Indicator Codes• Incorporation Information – removed details outlining specific jurisdiction types from the rules/output section	CRA

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Purpose

The purpose of this document is to provide the business rules for the Business Identification Information for the Government of Canada (GC) BN Web Validation service. This document is intended for existing and potential GC BN adopters. The Canada Revenue Agency (CRA) is acting as the service provider. The technical solution is being delivered by the GC Business Identification (Ident) System housed within the CRA. The *Common Terminology & Definitions* document should be read in conjunction with this document.

While this document has been developed for business purposes it is beneficial as an accompaniment to the *Technical Access Guide*.

System Availability and Outages

The GC Business Ident System will be available:

- 21/6 (Monday to Saturday) + 20/1 (Sunday)
- Sunday to Friday from 06:00 – 03:00 of the following day*
- Saturday from 06:00 – 02:00 of the Sunday*

*Eastern Standard Time

There are two planned system outages per year. These two planned outages are to accommodate the CRA's system releases that occur in May and October. These outages render the system unavailable for a period of approximately two and a half days (i.e. from Friday evening to Monday morning). Depending on the need, there may be other planned outages scheduled during the year. All impacted areas will be advised, by ISED, with advanced notice.

Unscheduled outages can occur; all impacted areas will be advised, by ISED, as soon as possible.

General Rules

The BN Web Validation service consists of the GC Business Information Retrieve Request and GC Business Information Retrieve Response. The following business rules are based on the requirements for each identification element in the GC Business Ident System.

Supported and Unsupported Characters

The format of the elements in the GC Business Ident System can only include supported characters. [Appendix 1](#) provides the supported, converted, and unsupported characters.

GC Business Information Retrieve Request

The Other Government Department (OGD) sends the nine-digit BN via the GC Business Information Retrieve Request web service to the CRA to retrieve the business identification information for the business in question. Refer to Activity #4 in the *BN Process Flow* document.

The following table provides the Business identity element that is required to be provided by the OGD in the GC Business Information Retrieve Request. Information regarding field length, format, and rules/input is also provided to assist users in their understanding of the nature of the element.

Element	Field Length	Format	Rules/Input
Business Number	09	Numeric	9 digit Business Number must be provided

GC Business Information Retrieve Response

Positive Response

Only one of the possible outcomes can produce a positive response. For this to occur, the BN must exist and be valid. Refer to Activity #9.1 in the *BN Process Flow* document.

The following table provides the Business identity information elements that are contained in the GC Business Information Retrieve Response and provided to the OGD. Information regarding field length, format, and rules/output is also provided to assist users in their understanding of the nature of the element.

Element	Field Length	Format	Rules/Output
Business Registration Number	09	Numeric	<ul style="list-style-type: none"> Business Number (BN)
Legal Name	175	Alphanumeric	<ul style="list-style-type: none"> Name will be at least three characters Name will contain at least one alpha character <p>Sole Proprietor:</p> <ul style="list-style-type: none"> Format of "given name" "last name" Will not include titles such as Mr., Ms., or Dr. In the case of a death "Estate of" or "Succession de" (without the quotation marks) may appear after the name. (e.g. John Smith, Estate of)

Element	Field Length	Format	Rules/Output
			<p>Partnership:</p> <ul style="list-style-type: none"> Names of the major partners separated by a comma (e.g. John Smith, Jane Doe) ; If there are more than two partners and the legal name is more than 175 characters, at minimum the two major partners are followed by "et al" (without the quotation marks); The operating name, if registered with a provincial or territorial authority; Limited Liability Partnerships will have a variety of words or letters attached to its name: <ul style="list-style-type: none"> The words "Limited Liability Partnership" The letters "LLP" The letters "L.L.P" The words "Société à Responsabilité Limitée" The letters "SRL" The letters "S.R.L." <p>Corporation:</p> <ul style="list-style-type: none"> Exactly as it appears on the articles of incorporation, amalgamation, amendment (name change) including all punctuation If legal name is more than 175 characters, the remainder of the legal name is not captured. The name is not abbreviated to 'fit' Condominium and Strata Corporations <ul style="list-style-type: none"> Appendix 2 provides the naming conventions for condominium and strata corporations based on province
Operating Name	175	Alphanumeric	<ul style="list-style-type: none"> Will be at least one alpha or numeric character Operating name, when available will be different from legal name Exact duplicate operating names are not permitted under the same

Element	Field Length	Format	Rules/Output
			BN/must be unique <ul style="list-style-type: none"> Operating names can co-exist A maximum of five operating names with the most recent provided first Expired operating names will not be provided
Language Code	02	Numeric	<ul style="list-style-type: none"> Will be English or French Appendix 3 provides language codes
Business Types	02	Alphanumeric	<ul style="list-style-type: none"> Will be Sole Proprietor, Partnership or Corporation Appendix 4 provides business type codes
<i>Incorporation Information</i> (not an actual element)			<ul style="list-style-type: none"> Business type must be Corporation Condominium and strata corporations incorporation certificate ID is typically the number of the condominium or strata corporation or blank
<ul style="list-style-type: none"> Date of Incorporation 	10	Alphanumeric	<ul style="list-style-type: none"> Will not be a future date YYYY-MM-DD Can be any date equal to or less than the current business date.
<ul style="list-style-type: none"> Incorporation Certificate ID 	10	Alphanumeric	<ul style="list-style-type: none"> Will consist of alphanumeric characters only (0-9, A-Z)
<ul style="list-style-type: none"> Jurisdiction Code 	02	Alphanumeric	<ul style="list-style-type: none"> Appendix 5 provides jurisdiction codes
<ul style="list-style-type: none"> Province Code 	02	Alphanumeric	<ul style="list-style-type: none"> Jurisdiction code must be provincial Appendix 6 provides province codes
Mailing Address			
<ul style="list-style-type: none"> Line 1 	30	Alphanumeric	<ul style="list-style-type: none"> Will be at least two characters
<ul style="list-style-type: none"> Line 2 	30	Alphanumeric	<ul style="list-style-type: none"> Line 1 must have information before line 2 can have information Will be at least two characters
<ul style="list-style-type: none"> City 	30	Alphanumeric	<ul style="list-style-type: none"> Will be at least two characters
<ul style="list-style-type: none"> Country 	02	Alphanumeric	<ul style="list-style-type: none"> Will be provided Appendix 7 provides country codes
<ul style="list-style-type: none"> Prov/State 	02	Alphanumeric	<ul style="list-style-type: none"> If country code is CA province code will be provided

Element	Field Length	Format	Rules/Output
			<ul style="list-style-type: none"> If country code is US state code will be provided Appendix 6 provides province codes Appendix 8 provides state codes
<ul style="list-style-type: none"> Postal/Zip 	10	Alphanumeric	<ul style="list-style-type: none"> If country code is CA <ul style="list-style-type: none"> Format will be ANANAN Will be provided First character will not be {W} or {Z} Will not contain {D}, {F}, {I}, {O}, {Q} or {U} Will be valid on day captured (There may be a time lag in the event Canada Post expires a postal code – this is rare.) Will be valid for the province code If country code is US <ul style="list-style-type: none"> Format will be 5 or 9 numeric characters If country code is other than CA or US <ul style="list-style-type: none"> Format can be any combination or blank No validations are done
<ul style="list-style-type: none"> Returned Mail Indicator 	01	Numeric	<ul style="list-style-type: none"> No means returned mail has not been received by the CRA Yes means returned mail has been received by the CRA Appendix 9 provides returned mail indicator codes
<ul style="list-style-type: none"> c/o line 	30	Alphanumeric	<ul style="list-style-type: none"> Available to mailing address only The first 4 characters are 'c/o_' or 'a/s_' depending on language preference.
Physical Address			
<ul style="list-style-type: none"> Line 1 	30	Alphanumeric	<ul style="list-style-type: none"> Typically RR # and PO Boxes are not used for physical address Will be at least two characters
<ul style="list-style-type: none"> Line 2 	30	Alphanumeric	<ul style="list-style-type: none"> Line 1 must have information before line 2 can have information Will be at least two characters
<ul style="list-style-type: none"> City 	30	Alphanumeric	<ul style="list-style-type: none"> Will be at least two characters

Element	Field Length	Format	Rules/Output
<ul style="list-style-type: none"> Country 	02	Alphanumeric	<ul style="list-style-type: none"> Will be provided Appendix 7 provides country codes
<ul style="list-style-type: none"> Prov/State 	02	Alphanumeric	<ul style="list-style-type: none"> If country code is CA will be provided If country code is US will be provided Appendix 6 provides province codes Appendix 8 provides state codes
<ul style="list-style-type: none"> Postal/Zip 	10	Alphanumeric	<ul style="list-style-type: none"> If country code is CA <ul style="list-style-type: none"> Format will be ANANAN Will be provided First character will not be {W} or {Z} Will not contain {D}, {F}, {I}, {O}, {Q} or {U} Will be valid on day captured (There may be a time lag in the event Canada Post expires a postal code – this is rare.), Will be valid for the province code If country code is US <ul style="list-style-type: none"> Format will be 5 or 9 numeric characters If country code is other than CA or US <ul style="list-style-type: none"> Format can be any combination or blank No validations are done – assumed correct
<ul style="list-style-type: none"> Returned Mail Indicator 	01	Alphanumeric	<ul style="list-style-type: none"> No means returned mail has not been received by the Canada Revenue Agency Yes means returned mail has been received by the Canada Revenue Agency Appendix 9 provides returned mail indicator codes

Element	Field Length	Format	Rules/Output
Event Type			<ul style="list-style-type: none"> Events can co-exist Events cannot be future dated Up to four events will be provided <ul style="list-style-type: none"> Client Created will always be provided Current Insolvency event will be provided if available A maximum of two other events will be provided if available It is possible for all four events to be in effect concurrently. Appendix 10 A provides client event type codes
<ul style="list-style-type: none"> Client Created 	02	Numeric	<ul style="list-style-type: none"> Will be provided Date BN created
<ul style="list-style-type: none"> Client Created in Error 	02	Numeric	<ul style="list-style-type: none"> Available to all business types
<ul style="list-style-type: none"> Deceased Client 	02	Numeric	<ul style="list-style-type: none"> Business type will be Sole Proprietor
<ul style="list-style-type: none"> Duplicate Client 	02	Numeric	<ul style="list-style-type: none"> Available to all business types The BN submitted should not be used. Related Business Registration Number will be provided if available A new GC Business Information Retrieve Request should be submitted with this Related Business Registration Number
<ul style="list-style-type: none"> Client Restart Activities 	02	Numeric	<ul style="list-style-type: none"> Business type will be Sole Proprietor or Partnership
<ul style="list-style-type: none"> Client Ceased Operations 	02	Numeric	<ul style="list-style-type: none"> Business type will be Sole Proprietor or Partnership
<ul style="list-style-type: none"> Insolvency 	02	Numeric	<ul style="list-style-type: none"> Available to all business types Event sub type will be provided
<ul style="list-style-type: none"> <ul style="list-style-type: none"> Event Sub Type 	02	Numeric	<ul style="list-style-type: none"> Event Type must be Insolvency Appendix 10 B provides event sub type codes
<ul style="list-style-type: none"> <ul style="list-style-type: none"> Event Reason Code 	02	Numeric	<ul style="list-style-type: none"> Insolvency sub event type must be Proposal Appendix 10 C provides event reason codes

Element	Field Length	Format	Rules/Output
<ul style="list-style-type: none"> Amalgamation Predecessor 	02	Numeric	<ul style="list-style-type: none"> Business type must be Corporation Related Business Registration Number will be provided if available The Related Business Registration Number is the Successor BN for the amalgamation
<ul style="list-style-type: none"> Amalgamation Successor 	02	Numeric	<ul style="list-style-type: none"> Business type must be Corporation
<ul style="list-style-type: none"> Voluntary Dissolution 	02	Numeric	<ul style="list-style-type: none"> Business type must be Corporation Effective date must be equal to or greater than insolvency event sub type date.
<ul style="list-style-type: none"> Involuntary Dissolution 	02	Numeric	<ul style="list-style-type: none"> Business type must be Corporation Effective date can be less than, equal to or greater than insolvency event sub type date
<ul style="list-style-type: none"> Revival 	02	Numeric	<ul style="list-style-type: none"> Business type must be Corporation
<ul style="list-style-type: none"> Effective Date 	10	Alphanumeric	<ul style="list-style-type: none"> Applicable to all events YYYY-MM-DD
<ul style="list-style-type: none"> Expiry Date 	10	Alphanumeric	<ul style="list-style-type: none"> Applicable to all events YYYY-MM-DD
<ul style="list-style-type: none"> Related Business Registration Number 	09	Numeric	<ul style="list-style-type: none"> If available, BN will be provided when event is Amalgamation Predecessor or Duplicate Client
Owner			<ul style="list-style-type: none"> Typically this information will be provided but there can be scenarios where only the given or last name is provided or neither element is available
<ul style="list-style-type: none"> Given Name 	30	Alphanumeric	<ul style="list-style-type: none"> Will contain at least 1 alphabetic or numeric character If the business type is Partnership, an individual given name, a partnership name or a corporation legal name may be provided
<ul style="list-style-type: none"> Last Name 	30	Alphanumeric	<ul style="list-style-type: none"> Will contain at least 1 alphabetic or numeric If the business type is Partnership, an individual last name, a partnership name or a corporation legal name may be provided

Element	Field Length	Format	Rules/Output
Business Activity			<ul style="list-style-type: none"> Will be at least 3 characters
<ul style="list-style-type: none"> Business Activity Description 	120	Alphanumeric	<ul style="list-style-type: none"> Client provided Typically is the major business activity that generates the largest revenue
<ul style="list-style-type: none"> Business Activity Certified Description 	120	Alphanumeric	<ul style="list-style-type: none"> Statistics Canada provided

Non Positive Responses for the GC Business Information Retrieve Request

While the above information is based on a positive response, there are scenarios where a positive response cannot be provided. A non-positive response will provide what is called an Error Message. Based on the identified error message, the *BN Process Flow* document should be reviewed.

Error Message Number and Text (English and French)	Rules	Process Flow Activity #
<ul style="list-style-type: none"> "Contact BN" 	<ul style="list-style-type: none"> Provided when the BN system is not available Confirm hours of operation and planned outages. Refer to the System Availability and Outages section of this document. Otherwise contact ISED ic.bnadoptionne.ic@canada.ca The System Exception Fault section of the IT <i>Technical Access Guide</i> may also be referenced 	6.1
<ul style="list-style-type: none"> "Transaction failed for reasons other than user credentials." 	<ul style="list-style-type: none"> Confirm user name and password are correct Confirm user application and user roles is correct The Security Exception Fault section of the IT <i>Technical Access Guide</i> may also be referenced 	(No Activity # - this is an issue with the schema header)
<ul style="list-style-type: none"> 10510 "Business number must be entered" "Le numéro d'entreprise doit être inscrit" 	<ul style="list-style-type: none"> BN must be provided The Invalid Data Fault section of the IT <i>Technical Access Guide</i> should also be referenced 	7.1
<ul style="list-style-type: none"> 10511 "Must consist of 9 digits" "Le numéro d'entreprise doit avoir 9 chiffres" 	<ul style="list-style-type: none"> Must consist of 9 digits BN cannot be less than 100000000 The Invalid Data Fault section of the IT <i>Technical Access Guide</i> should also be referenced 	7.1
<ul style="list-style-type: none"> 10512 "Business number invalid" "Le numéro d'entreprise est erroné" 	<ul style="list-style-type: none"> BN must pass Mod 10 check. The Mod 10 check is an algorithm The Mod 10 check will only determine if 	7.1

Error Message Number and Text (English and French)	Rules	Process Flow Activity #
	<ul style="list-style-type: none"> the 9 digits are valid as a BN number The Mod 10 check will not determine if the BN has been assigned The Invalid Data Fault section of the IT <i>Technical Access Guide</i> should also be referenced 	
<ul style="list-style-type: none"> 11728 "Client does not exist" "Le compte client n'existe pas" 	<ul style="list-style-type: none"> BN must be assigned The error message means the BN has passed the Mod 10 check but has not yet been assigned to a client by the BN system The Invalid Data Fault section of the IT <i>Technical Access Guide</i> should also be referenced 	7.1
<ul style="list-style-type: none"> 10825 "Business number cannot be zero" "Le numéro d'entreprise ne peut être zéro" 	<ul style="list-style-type: none"> Must not be zero The Invalid Data Fault section of the IT <i>Technical Access Guide</i> should also be referenced 	7.1
<ul style="list-style-type: none"> 12792 "The BN is not available for business purposes" "Le NE n'est pas disponible à des fins commerciaux" 	<ul style="list-style-type: none"> The business type in the GC Business Ident System must be identified as Sole Proprietor, Partnership or Corporation 	8.1
<ul style="list-style-type: none"> 12791 "The BN is no longer in use" "Le NE n'est plus utilisé" 	<ul style="list-style-type: none"> The business type is Sole Proprietor, Partnership or Corporation but the BN has been closed and no longer available for use. 	8.1

Appendix 1: CRA's Supported and Unsupported Characters

Regular Characters

The GC Business Ident System will capture and store the following upper, lower case and numeric regular characters:

{A-Z}, {a-z}, {0-9} and spaces

French Diacritics

The GC Business Ident System will capture and store the following upper and lower case French diacritics:

à, â, ç, è, é, ê, ë, î, ï, ô, ö, ù, û, ü

À, Â, Ç, È, É, Ê, Ë, Î, Ï, Ô, Ö, Ù, Û, Ü

Special Characters

The GC Business Ident System will capture and store the following special characters:

& - ° ^ { } \ / ~ £ ÷ ¥ · © § ¶ ¼ ½ ¾ ¢ ! | : « » [- ^{1 2 3} . \$, # » ¢] < * % @ ~ () _

' , " + ; > = ' | ~ ? " ± ¤ ® ×

Characters that BN Converts:

The GC Business Ident System captures the following characters and converts them to their base character without the diacritic:

When one of { á, ã, ä, å }	Converts character to { a }
When one of { Á, Ã, Ä, Å }	Converts character to { A }
When one of { ì, í }	Converts character to { i }
When one of { Î, Í }	Converts character to { I }
When one of { ò, ó, õ, ø }	Converts character to { o }
When one of { Ò, Ó, Ô, Ø }	Converts character to { O }
When { ú }	Converts character to { u }
When { Ú }	Converts character to { U }
When one of { ý, ÿ }	Converts character to { y }
When { Ý }	Converts character to { Y }
When { ñ }	Converts character to { N }
When { ñ }	Converts character to { n }
When { µ }	Converts character to { m }
When { ð }	Converts character to { d }
When { Ð }	Converts character to { D }
When { æ }	Converts character to { e }
When { Æ }	Converts character to { E }

Unsupported characters:

The GC Business Ident System does not capture the following characters:

{ ß }, { þ }, { þ } or any other characters not identified above.

Appendix 2: Naming Conventions of Condominium and Strata Corporations Based on Province

Province	Naming Convention	Example
Alberta	<ul style="list-style-type: none"> The words Condominium Corporation The abbreviation No. with the number 	Condominium Corporation No. 9422735
British Columbia	<ul style="list-style-type: none"> Strata Corporations in the Pacific Region are like condominium corporations The words The Owners (the words The Owners are actually used in the name) Strata Plan ##### (the number may also include letters) 	The Owners, Strata Plan 4567
Manitoba	<ul style="list-style-type: none"> The district name of the land titles district The words Condominium Corporation The abbreviation No. with the number 	Brandon Condominium Corporation No. 3
New Brunswick	<ul style="list-style-type: none"> The name of the Registry Office The words Condominium Corporation The abbreviation No. with the number 	Kings Country Condominium Corporation No. 1
Newfoundland and Labrador	<ul style="list-style-type: none"> Is indicative of the location of the property Ends with the words Condominium Corporation 	Place Bonaventure Condominium Corporation
Northwest Territories	<ul style="list-style-type: none"> The place or district The words Condominium Corporation The abbreviation No. with the number 	Yellowknife Condominium Corporation No. 22
Nova Scotia	<ul style="list-style-type: none"> The district name of the registry district The words Condominium Corporation The abbreviation No. with the number 	Halifax Condominium Corporation No. 155

Province	Naming Convention	Example
Nunavut	<ul style="list-style-type: none"> The place or district, The words Condominium Corporation The abbreviation No. with the number 	Iqaluit Condominium Corporation No. 10
Ontario	<ul style="list-style-type: none"> The County Name Include (optional) either Standard, Vacant Land, Common Element, Leasehold or Other, The words Condominium Corporation The abbreviation No. with the number 	Waterloo Condominium Corporation No. 319
Prince Edward Island	<ul style="list-style-type: none"> The County Name The words Condominium Corporation The # sign with the number 	Queen's County Condominium Corporation #4
Québec	<ul style="list-style-type: none"> No specific naming convention 	Syndicate of Co-owners Le 4855 Condominium
Saskatchewan	<ul style="list-style-type: none"> Constituted under the name The Owner Condominium Corporation No. or any name approved by the Director 	Aspen Grove on Becket Condominium Corporation
Yukon	<ul style="list-style-type: none"> The place or district, The words Condominium Corporation The abbreviation No. with the number 	Carleton Condominium Corporation, No. 21

Appendix 3: Language Code

Codes:	English:	French:
01	ENGLISH	ANGLAIS
02	FRENCH	FRANCAIS

Appendix 4: Business Types

Codes:	English:	French:
01	SOLE PROPRIETOR	PROPRIETAIRE UNIQUE
02	PARTNERSHIP	SOCIETE DE PERSONNES
03	CORPORATION	CORPORATION

Appendix 5: Jurisdiction Codes

Codes:	English:	French:
01	FEDERAL	FEDERAL
02	PROVINCIAL	PROVINCIAL
03	FOREIGN	ETRANGER

Appendix 6: Province Codes

Codes:	English:	French:
AB	ALBERTA	ALBERTA
BC	BRITISH COLUMBIA	COLOMBIE-BRITANNIQUE
MB	MANITOBA	MANITOBA
NB	NEW BRUNSWICK	NOUVEAU-BRUNSWICK
NL	NEWFOUNDLAND AND LABRADOR	TERRE-NEUVE-ET-LABRADOR
NS	NOVA SCOTIA	NOUVELLE-ECOSSE
NT	NORTHWEST TERRITORIES	TERRITOIRES DU NORD-OUEST
NU	NUNAVUT	NUNAVUT
ON	ONTARIO	ONTARIO
PE	PRINCE EDWARD ISLAND	ILE-DU-PRINCE-EDOUARD
QC	QUEBEC	QUEBEC
SK	SASKATCHEWAN	SASKATCHEWAN
YT	YUKON	YUKON

Appendix 7: Country Codes

Codes:	English:	French:
AD	ANDORRA	ANDORRE
AE	UNITED ARAB EMIRATES	EMIRATS ARABES UNIS
AF	AFGHANISTAN	AFGHANISTAN
AG	ANTIGUA AND BARBUDA	ANTIGUA ET BARBUDA
AI	ANGUILLA	ANGUILLA
AL	ALBANIA	ALBANIE
AM	ARMENIA	ARMENIE
AO	ANGOLA	ANGOLA
AQ	ANTARCTICA	ANTARCTIQUE
AR	ARGENTINA	ARGENTINE
AS	AMERICAN SAMOA	SAMOA AMERICAINES
AT	AUSTRIA	AUTRICHE
AU	AUSTRALIA	AUSTRALIE
AW	ARUBA	ARUBA
AX	ALAND ISLANDS	ALAND, ILES
AZ	AZERBAIJAN	AZERBAIDJAN
BA	BOSNIA AND HERZEGOVINA	BOSNIE-HERZEGOVINE
BB	BARBADOS	BARBADE
BD	BANGLADESH	BANGLADESH
BE	BELGIUM	BELGIQUE
BF	BURKINA FASO	BURKINA FASO
BG	BULGARIA	BULGARIE
BH	BAHRAIN	BAHREIN
BI	BURUNDI	BURUNDI
BJ	BENIN	BENIN
BL	SAINT BARTHELEMY	SAINT BARTHELEMY
BM	BERMUDA	BERMUDES
BN	BRUNEI DARUSSALAM	BRUNEI DARUSSALAM
BO	BOLIVIA, PLURINATIONAL STATE	BOLIVIE, ETAT PLURINATIONAL DE
BQ	BONAIRE, ST EUSTATIUS AND SABA	BONAIRE SAINT-EUSTACHE ET SABA
BR	BRAZIL	BRESIL
BS	BAHAMAS	BAHAMAS
BT	BHUTAN	BHOUTAN
BV	BOUVET ISLAND	BOUVET, ILE
BW	BOTSWANA	BOTSWANA
BY	BELARUS	BELARUS
BZ	BELIZE	BELIZE
CA	CANADA	CANADA
CC	COCOS (KEELING) ISLANDS	COCOS (KEELING), ILES

Codes:	English:	French:
CD	CONGO, DEMOCRATIC REPUBLIC	CONGO, REPUBLIQUE DEMOCRATIQUE
CF	CENTRAL AFRICAN REPUBLIC	CENTRAFRICAINE, REPUBLIQUE
CG	CONGO	CONGO
CH	SWITZERLAND	SUISSE
CI	COTE D'IVOIRE	COTE D'IVOIRE
CK	COOK ISLANDS	COOK, ILES
CL	CHILE	CHILI
CM	CAMEROON	CAMEROUN
CN	CHINA	CHINE
CO	COLOMBIA	COLOMBIE
CR	COSTA RICA	COSTA RICA
CU	CUBA	CUBA
CV	CAPE VERDE	CAP-VERT
CW	CURACAO	CURACAO
CX	CHRISTMAS ISLAND	CHRISTMAS, ILE
CY	CYPRUS	CHYPRE
CZ	CZECH REPUBLIC	TCHEQUE, REPUBLIQUE
DE	GERMANY	ALLEMAGNE
DJ	DJIBOUTI	DJIBOUTI
DK	DENMARK	DANEMARK
DM	DOMINICA	DOMINIQUE
DO	DOMINICAN REPUBLIC	DOMINICAINE, REPUBLIQUE
DZ	ALGERIA	ALGERIE
EC	ECUADOR	EQUATEUR
EE	ESTONIA	ESTONIE
EG	EGYPT	EGYPTE
EH	WESTERN SAHARA	SAHARA OCCIDENTAL
ER	ERITREA	ERYTHREE
ES	SPAIN	ESPAGNE
ET	ETHIOPIA	ETHIOPIE
FI	FINLAND	FINLANDE
FJ	FIJI	FIDJI
FK	FALKLAND ISLANDS (MALVINAS)	FALKLAND, ILES (MALVINAS)
FM	MICRONESIA, FEDERATED STATES	MICRONESIE, ETATS FEDERES DE
FO	FAROE ISLANDS	FEROE, ILES
FR	FRANCE	FRANCE
GA	GABON	GABON
GB	UNITED KINGDOM	ROYAUME-UNI
GD	GRENADA	GRENADE
GE	GEORGIA	GEORGIE
GF	FRENCH GUIANA	GUYANE FRANCAISE

Codes:	English:	French:
GG	GUERNSEY	GUERNESEY
GH	GHANA	GHANA
GI	GIBRALTAR	GIBRALTAR
GL	GREENLAND	GROENLAND
GM	GAMBIA	GAMBIE
GN	GUINEA	GUINEE
GP	GUADELOUPE	GUADELOUPE
GQ	EQUATORIAL GUINEA	GUINEE EQUATORIALE
GR	GREECE	GRECE
GS	SOUTH GEORGIA/STH SANDWICH ISL	GEORGIE SUD/ILES SANDWICH SUD
GT	GUATEMALA	GUATEMALA
GU	GUAM	GUAM
GW	GUINEA-BISSAU	GUINEE-BISSAU
GY	GUYANA	GUYANA
HK	HONG KONG	HONG KONG
HM	HEARD ISL AND MCDONALD ISLANDS	HEARD-ET-ILES MACDONALD, ILE
HN	HONDURAS	HONDURAS
HR	CROATIA	CROATIE
HT	HAITI	HAITI
HU	HUNGARY	HONGRIE
ID	INDONESIA	INDONESIE
IE	IRELAND	IRLANDE
IL	ISRAEL	ISRAEL
IM	ISLE OF MAN	ILE DE MAN
IN	INDIA	INDE
IO	BRITISH INDIAN OCEAN TERRITORY	OCEAN INDIEN, TERRITOIRE BRIT
IQ	IRAQ	IRAQ
IR	IRAN (ISLAMIC REPUBLIC OF)	IRAN (REPUBLIQUE ISLAMIQUE D')
IS	ICELAND	ISLANDE
IT	ITALY	ITALIE
JE	JERSEY	JERSEY
JM	JAMAICA	JAMAIQUE
JO	JORDAN	JORDANIE
JP	JAPAN	JAPON
KE	KENYA	KENYA
KG	KYRGYZSTAN	KIRGHIZISTAN
KH	CAMBODIA	CAMBODGE
KI	KIRIBATI	KIRIBATI
KM	COMOROS	COMORES
KN	SAINT KITTS AND NEVIS	SAINT KITTS ET NEVIS
KP	KOREA, DEMOCRATIC PEOPLE'S REP	COREE, REPUBLIQUE POPULAIRE DEM

Codes:	English:	French:
KR	KOREA, REPUBLIC OF	COREE, REPUBLIQUE DE
KW	KUWAIT	KOWEIT
KY	CAYMAN ISLANDS	CAIMANS, ILES
KZ	KAZAKHSTAN	KAZAKHSTAN
LA	LAO PEOPLE'S DEMOCRATIC REPUB	LAO, REPUBLIQUE DEMOCRATIQUE
LB	LEBANON	LIBAN
LC	SAINT LUCIA	SAINTE-LUCIE
LI	LIECHTENSTEIN	LIECHTENSTEIN
LK	SRI LANKA	SRI LANKA
LR	LIBERIA	LIBERIA
LS	LESOTHO	LESOTHO
LT	LITHUANIA	LITUANIE
LU	LUXEMBOURG	LUXEMBOURG
LV	LATVIA	LETTONIE
LY	LIBYA	LIBYE
MA	MOROCCO	MAROC
MC	MONACO	MONACO
MD	MOLDOVA, REPUBLIC OF	MOLDOVA, REPUBLIQUE DE
ME	MONTENEGRO	MONTENEGRO
MF	SAINT MARTIN (FRENCH PART)	SAINT-MARTIN (PARTIE FRANCAISE)
MG	MADAGASCAR	MADAGASCAR
MH	MARSHALL ISLANDS	MARSHALL, ILES
MK	MACEDONIA, FRMR YUGOSLAV REPUB	MACEDOINE, EX-REPUBLIQUE YOUGO
ML	MALI	MALI
MM	MYANMAR	MYANMAR
MN	MONGOLIA	MONGOLIE
MO	MACAO	MACAO
MP	NORTHERN MARIANA ISLANDS	MARIANNES DU NORD, ILES
MQ	MARTINIQUE	MARTINIQUE
MR	MAURITANIA	MAURITANIE
MS	MONTSERRAT	MONTSERRAT
MT	MALTA	MALTE
MU	MAURITIUS	MAURICE
MV	MALDIVES	MALDIVES
MW	MALAWI	MALAWI
MX	MEXICO	MEXIQUE
MY	MALAYSIA	MALAISIE
MZ	MOZAMBIQUE	MOZAMBIQUE
NA	NAMIBIA	NAMIBIE
NC	NEW CALEDONIA	NOUVELLE-CALEDONIE
NE	NIGER	NIGER

Codes:	English:	French:
NF	NORFOLK ISLAND	NORFOLK, ILE
NG	NIGERIA	NIGERIA
NI	NICARAGUA	NICARAGUA
NL	NETHERLANDS	PAYS-BAS
NO	NORWAY	NORVEGE
NP	NEPAL	NEPAL
NR	NAURU	NAURU
NU	NIUE	NIUE
NZ	NEW ZEALAND	NOUVELLE-ZELANDE
OM	OMAN	OMAN
PA	PANAMA	PANAMA
PE	PERU	PEROU
PF	FRENCH POLYNESIA	POLYNESIE FRANCAISE
PG	PAPUA NEW GUINEA	PAPOUASIE-NOUVELLE-GUINEE
PH	PHILIPPINES	PHILIPPINES
PK	PAKISTAN	PAKISTAN
PL	POLAND	POLOGNE
PM	SAINT PIERRE AND MIQUELON	SAINT-PIERRE-ET-MIQUELON
PN	PITCAIRN	PITCAIRN
PR	PUERTO RICO	PORTO RICO
PS	WEST BANK AND GAZA STRIP	CISJORDANIE ET BANDE DE GAZA
PT	PORTUGAL	PORTUGAL
PW	PALAU	PALAU
PY	PARAGUAY	PARAGUAY
QA	QATAR	QATAR
RE	REUNION	REUNION
RO	ROMANIA	ROUMANIE
RS	SERBIA	SERBIE
RU	RUSSIAN FEDERATION	RUSSIE, FEDERATION DE
RW	RWANDA	RWANDA
SA	SAUDI ARABIA	ARABIE SAOUDITE
SB	SOLOMON ISLANDS	SALOMON, ILES
SC	SEYCHELLES	SEYCHELLES
SD	SUDAN	SOUDAN
SE	SWEDEN	SUEDE
SG	SINGAPORE	SINGAPOUR
SH	ST HELENA, ASCENSION, TRISTAN	STE-HELENE, ASCENSION, TRISTAN
SI	SLOVENIA	SLOVENIE
SJ	SVALBARD AND JAN MAYEN	SVALBARD ET ILE JAN MAYEN
SK	SLOVAKIA	SLOVAQUIE
SL	SIERRA LEONE	SIERRA LEONE

Codes:	English:	French:
SM	SAN MARINO	SAINT-MARIN
SN	SENEGAL	SENEGAL
SO	SOMALIA	SOMALIE
SR	SURINAME	SURINAME
SS	SOUTH SUDAN	SOUDAN DU SUD
ST	SAO TOME AND PRINCIPE	SAO TOME-ET-PRINCIPE
SV	EL SALVADOR	EL SALVADOR
SX	SINT MAARTEN (DUTCH PART)	SAINT-MARTIN (PARTIE NEERLAND)
SY	SYRIAN ARAB REPUBLIC	SYRIENNE, REPUBLIQUE ARABE
SZ	SWAZILAND	SWAZILAND
TC	TURKS AND CAICOS ISLANDS	TURKS-ET-CAICOS, ILES
TD	CHAD	TCHAD
TF	FRENCH SOUTHERN TERRITORIES	TERRES AUSTRALES FRANCAISES
TG	TOGO	TOGO
TH	THAILAND	THAILANDE
TJ	TAJIKISTAN	TADJIKISTAN
TK	TOKELAU	TOKELAU
TL	TIMOR-LESTE	TIMOR-LESTE
TM	TURKMENISTAN	TURKMENISTAN
TN	TUNISIA	TUNISIE
TO	TONGA	TONGA
TR	TURKEY	TURQUIE
TT	TRINIDAD AND TOBAGO	TRINITE-ET-TOBAGO
TV	TUVALU	TUVALU
TW	TAIWAN	TAIWAN
TZ	TANZANIA, UNITED REPUBLIC OF	TANZANIE, REPUBLIQUE UNIE DE
UA	UKRAINE	UKRAINE
UG	UGANDA	OUGANDA
UM	UNITED STATES MINOR ISLANDS	ILES MINEURES ELOIGNEES (E-U)
US	UNITED STATES	ETATS-UNIS
UY	URUGUAY	URUGUAY
UZ	UZBEKISTAN	OUZBEKISTAN
VA	HOLY SEE (VATICAN CITY STATE)	SAINT-SIEGE(ETAT CITE VATICAN)
VC	ST VINCENT AND THE GRENADINES	SAINT-VINCENT-ET-GRENADINES
VE	VENEZUELA, BOLIVARIAN REPUBLIC	VENEZUELA, REPUBL BOLIVARIENNE
VG	VIRGIN ISLANDS (BRITISH)	ILES VIERGES (BRITANNIQUES)
VI	VIRGIN ISLANDS (U.S.)	ILES VIERGES (E.-U.)
VN	VIET NAM	VIET NAM
VU	VANUATU	VANUATU
WF	WALLIS AND FUTUNA	WALLIS ET FUTUNA
WS	SAMOA	SAMOA

Codes:	English:	French:
YE	YEMEN	YEMEN
YT	MAYOTTE	MAYOTTE
ZA	SOUTH AFRICA	AFRIQUE DU SUD
ZM	ZAMBIA	ZAMBIE
ZW	ZIMBABWE	ZIMBABWE

Appendix 8: State Codes

Code:	English:	French:
AK	ALASKA	ALASKA
AL	ALABAMA	ALABAMA
AR	ARKANSAS	ARKANSAS
AZ	ARIZONA	ARIZONA
CA	CALIFORNIA	CALIFORNIE
CO	COLORADO	COLORADO
CT	CONNECTICUT	CONNECTICUT
DC	DISTRICT OF COLUMBIA	DISTRICT DE COLUMBIA
DE	DELAWARE	DELAWARE
FL	FLORIDA	FLORIDE
GA	GEORGIA	GEORGIE
HI	HAWAII	HAWAII
IA	IOWA	IOWA
ID	IDAHO	IDAHO
IL	ILLINOIS	ILLINOIS
IN	INDIANA	INDIANA
KS	KANSAS	KANSAS
KY	KENTUCKY	KENTUCKY
LA	LOUISIANA	LOUISIANE
MA	MASSACHUSETTS	MASSACHUSETTS
MD	MARYLAND	MARYLAND
ME	MAINE	MAINE
MI	MICHIGAN	MICHIGAN
MN	MINNESOTA	MINNESOTA
MO	MISSOURI	MISSOURI
MS	MISSISSIPPI	MISSISSIPPI
MT	MONTANA	MONTANA
NC	NORTH CAROLINA	CAROLINE DU NORD
ND	NORTH DAKOTA	DAKOTA DU NORD
NE	NEBRASKA	NEBRASKA
NH	NEW HAMPSHIRE	NEW HAMPSHIRE
NJ	NEW JERSEY	NEW JERSEY
NM	NEW MEXICO	NOUVEAU MEXIQUE
NV	NEVADA	NEVADA
NY	NEW YORK	NEW YORK
OH	OHIO	OHIO
OK	OKLAHOMA	OKLAHOMA
OR	OREGON	OREGON
PA	PENNSYLVANIA	PENNSYLVANIE
RI	RHODE ISLAND	RHODE ISLAND
SC	SOUTH CAROLINA	CAROLINE DU SUD
SD	SOUTH DAKOTA	DAKOTA DU SUD
TN	TENNESSEE	TENNESSEE
TX	TEXAS	TEXAS

Code:	English:	French:
UT	UTAH	UTAH
VA	VIRGINIA	VIRGINIE
VT	VERMONT	VERMONT
WA	WASHINGTON	WASHINGTON
WI	WISCONSIN	WISCONSIN
WV	WEST VIRGINIA	VIRGINIE-OCCIDENTALE
WY	WYOMING	WYOMING

Appendix 9: Returned Mail Indicator Codes

Codes:	English:	French:
0	NO	NON
1	YES	OUI

Appendix 10: Event Type Codes, Event Sub Type Codes and Event Reason Codes

A. Event Type Codes

Code:	English:	French:
01	INSOLVENCY	INSOLVABILITÉ
03	CLIENT CREATED	CLIENT CREE
04	AMALGAMATION SUCCESSOR	FUSION SUCCESSEUR
05	AMALGAMATED PREDECESSOR	FUSIONNE PREDECESSEUR
07	CLIENT CEASED OPERATIONS	CLIENT CESSER D'OPERER
08	CLIENT CREATED IN ERROR	CLIENT CREE PAR ERREUR
09	DECEASED CLIENT	CLIENT DECEDE
11	DUPLICATE CLIENT	CLIENT EN DOUBLE
12	INVOLUNTARY DISSOLUTION	DISSOLUTION INVOLONTAIRE
13	VOLUNTARY DISSOLUTION	DISSOLUTION VOLONTAIRE
14	REVIVAL	RETABLISSEMENT
16	CLIENT RESTART ACTIVITIES	REDEMARRAGE ACTIVITES CLIENT

B. Event Sub Type Codes (only applicable to Client Event Type Code Insolvency)

Code:	English:	French:
01	BANKRUPTCY	FAILLITE
02	RECEIVERSHIP	MISE SOUS SÉQUESTRE
03	PROPOSAL - BIA	PROPOSITION - LFI
04	PROPOSAL - CCAA	PROPOSITION - LACC
05	PROPOSAL - FDMA	PROPOSITION - LMMEA
06	PROPOSAL - WRA	PROPOSITION - LLR

C. Event Reason Codes (only applicable to Client Event Sub Type Code)

Code:	English:	French:
01	CERTIFICATE FULL PERFORMANCE	CERTIFICAT EXECUTION INTEGRAL
02	GENERAL DEFAULT	DEFAUT GENERAL