


GOVERNMENT SERVICES

Address Change

Provincial government

SQCA (*Service québécois de changement d'adresse*) allows you to submit your new address in a single action, online or by phone, to the following 7 departments and agencies:

- *Commission des normes, de l'équité, de la santé et de la sécurité du travail (CNESST– Committee on Standards, Equity, Health and Safety at Work)*
- *Élections Québec*
- *Ministère du Travail, de l'Emploi et de la Solidarité sociale du Québec (Quebec Ministry of Labour, Employment and Social Solidarity)*
- *Régie de l'assurance maladie du Québec (Quebec Health Insurance Agency)*
- *Retraite Québec (Quebec Retirement)*
- *Revenu Québec*
- *Société de l'assurance automobile du Québec (Quebec Automobile Insurance Agency)*

 [Service québécois de changement d'adresse \(SQCA\)](#)  1-877-644-4545

Federal government

For all matters relating to federal tax, the GST and HST credit, the Canada Child Benefit, you must inform the Canada Revenue Agency of your change of address online or by telephone.

 [Update your CRA information: Change your address](#)  1-800-959-7383

Please note that the RCA does not share your new address with other departments or agencies. It is therefore your responsibility to see if you need to inform others, depending on your situation.

Canada Post

When moving away, you can request a permanent change of address to redirect your mail to your new address. However, it should be noted that fees should be expected. For more information, visit the section "**Mail Forwarding**" on the Canada Post website.



Taxes and duties

Taxes

In Quebec, sales tax is 14.975%. The province has combined the federal sales tax (GST) of 5% and the Quebec sales tax (QST) of 9.975% into a single sales tax.

Duties

In Quebec, you must file two tax returns: one to the provincial government and the other to the federal government. The income tax return must be filed with both governments by April 30 of the calendar year following the tax year or June 15 of the current calendar year if you or your spouse report business income or are self-employed.

Please visit the Revenu Québec website for further information. There, you will find the following guide: "**New Residents and Income Tax**", an excellent summary for understanding the tax system. A section was also created there for **self-employed workers**.

Here are some links that may be useful when filing your income tax return:

- **Revenu Québec**
- **Canada Revenue Agency**
- **Services Québec Offices**

Employment insurance benefits

To receive benefits, you must have worked a specified number of hours over a 52-week period. To submit a request and find out the **minimum number of hours** required for Saguenay-Lac-Saint-Jean, please consult:

 <https://www.canada.ca/en/services/benefits/ei.html>

To complete your request, you will need to submit a record of employment. Your former employer can also forward it electronically if the company is registered in the system.

Family Allowances

In Québec, families are entitled to **Child Support Allowance** in addition to the federal allowances.

This financial measure includes the Family Allowance, the School Supplies Supplement, the Supplement for Handicapped Children and the Supplement for Handicapped Children Requiring Exceptional Care. The Family Allowance is paid on a quarterly basis, in January, April, July and October.


However, you can request a monthly payment. To do so, visit:

 **Retraite Québec — Change in Frequency of Family Allowance (gouv.qc.ca)**

The amount awarded per family depends on these criteria:

- Number of dependent children under 18 living with the beneficiary,
- Number of children in joint custody,
- Marital status (with or without a spouse),
- Family income, meaning the total income for both spouses if applicable

In the case of a birth in Quebec, you do not have to apply to receive the Family Allowance. By declaring your newborn to the Registrar of Civil Status, you automatically register them. To register your newborn child:

 www.gouv.qc.ca **Electronic declaration of birth (gouv.qc.ca)**

You will receive your first Family Allowance payment within a maximum period of 40 days following receipt of your birth declaration by the Registrar of Civil Status or following receipt of your request if your child was born outside Quebec.

To apply:

 www.gouv.qc.ca **Retraite Québec — Application for Family Allowance (gouv.qc.ca)**

For more information, contact Retraite Québec from Monday to Friday, 8 a.m. to 5 p.m. at this toll-free number: ☎ 1-800-667-9625.

CONTACT US:

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