

## Re: Obtain an Ontario Company Key

Ontario has introduced the company key started October 19, 2021. All the new registered businesses will receive a company key automatically upon registration. The existing businesses have to request a company key in order to make any changes to the corporation with Ontario Business Registry.

*We will be able to verify the correct corporation name, current directors and the business address.*

*If the corporation's information is up to date, we will proceed to obtain the Company Key. Please provide the corporation's information and sign the authorization form for the record.*

***Electronic Filing Fee: \$85.00***  
***Best Ontario Service Fee: \$95.00+HST***  
***TOTAL: \$192.35***

*If you would like to make any changes to the current information, please download our order forms for Notice of Change filing - a Company Key will be obtained after the filing.*

***Electronic Filing Fee for Notice of Change: \$95.00***  
***Best Ontario Service Fee: \$150.00+HST***  
***TOTAL: \$264.50***

Please send the above documents to us by email.

Should you have any questions please do not hesitate to contact us. Thank you very much!

Sincerely yours,

Sandra Chen / Susan Ding

## Best Ontario Service Price

GOVERNMENT FEES	Incorporation	Amendment	Restated	Revival	Business Name
ONTARIO REGISTRATION	\$395.00	\$265.00	\$265.00	\$445.00	\$115.00
FEDERAL REGISTRATION	\$200.00	\$200.00	\$100.00	\$250.00	N/A

ONTARIO INCORPORATION PACKAGE (Profit) & ONTARIO BUSINESS NAME REGISTRATION		REG	HST	TOTAL
<input type="checkbox"/> P01	NUANS <sup>®</sup> Report, Incorporation Filing, Initial Return Filing, Company Key, BN(Tax) Number	220.00	28.60	248.60
<input type="checkbox"/> P02	NUANS <sup>®</sup> Report, Incorporation Filing, Initial Return Filing, Minute Book & Seal, Company Key, BN(Tax) Number	390.00	50.70	440.70
<input type="checkbox"/> P03	NUANS <sup>®</sup> Report, Incorporation Filing, Initial Return Filing, Seal, Company Key, BN(Tax) Number	310.00	40.30	350.30
<input type="checkbox"/> P04	Numbered Company Incorporation Filing, Initial Return Filing, Company Key, BN(Tax) Number	178.00	23.14	201.14
<input type="checkbox"/> P05	Numbered Company Incorporation Filing, Initial Return Filing, Minute Book & Seal, Company Key, BN(Tax) Number	348.00	45.24	393.24
<input type="checkbox"/> P06	Numbered Company Incorporation Filing, Initial Return Filing, Seal, Company Key, BN(Tax) Number	268.00	34.84	302.84
<input type="checkbox"/> P07	Corporation Amendment, Articles & Filing	220.00	28.60	248.60
<input type="checkbox"/> P08	Restated Articles of Incorporation, Articles & Filing	220.00	28.60	248.60
<input type="checkbox"/> P09	Corporation Dissolution Articles & Filing	120.00	18.00	138.00
<input type="checkbox"/> P10	Corporation Revival Articles & Filing	220.00	28.60	248.60
<input type="checkbox"/> P11	Corporation Notice of Change (Form 1) Filing with Profile Report, Company Key	150.00	19.50	169.50
<input type="checkbox"/> P12	Ontario Initial Return (Form 2) - for Extra Provincial Corporation, Company Key	115.00	14.95	129.95
<input type="checkbox"/> P13	Ontario Sole Proprietorship / Partnership / Trade Name Registration	105.00	13.65	118.65

ONTARIO INCORPORATION PACKAGE (Not-for-Profit / Charitable)		REG	HST	TOTAL
<input type="checkbox"/> N01	NUANS <sup>®</sup> Report, Non-Profit / Charity Articles Preparing, Government Filing, Initial Return	265.00	34.45	299.45
<input type="checkbox"/> N02	NUANS <sup>®</sup> Report, Non-Profit / Charity Articles Preparing, Government Filing, Initial Return & Seal	355.00	46.15	401.15

FEDERAL INCORPORATION (Profit)		REG	HST	TOTAL
<input type="checkbox"/> F01	NUANS <sup>®</sup> Report, Federal Registration, Ontario Registration & Company Key, BN(Tax) Number	280.00	36.40	316.40
<input type="checkbox"/> F02	NUANS <sup>®</sup> Report, Federal Registration, Ontario Registration & Company Key, BN(Tax) Number, Minute Book & Seal	450.00	58.50	508.50
<input type="checkbox"/> F03	NUANS <sup>®</sup> Report, Federal Registration, Ontario Registration & Company Key, BN(Tax) Number, Seal	370.00	48.10	418.10
<input type="checkbox"/> F04	Numbered Corporation Registration, Ontario Registration & Company Key, BN(Tax) Number	238.00	30.94	268.94
<input type="checkbox"/> F05	Numbered Corporation Registration, Ontario Registration & Company Key, BN(Tax) Number, Minute Book & Seal	408.00	53.04	461.04
<input type="checkbox"/> F06	Numbered Corporation Registration & Company Key, BN(Tax) Number, Seal	328.00	42.64	370.64
<input type="checkbox"/> F07	Federal Corporation Amendment	225.00	29.25	254.25
<input type="checkbox"/> F08	Federal Corporation Revival	280.00	36.40	316.40
<input type="checkbox"/> F09	Federal Corporation address change / directors change with updated profile report	190.00	24.70	214.70

SEARCH & REPORT		REG	HST	TOTAL
<input type="checkbox"/> 101	Ontario / Federal Corporate Name Search Report (NUANS <sup>®</sup> ) – Standard Service	42.00	5.46	47.46
<input type="checkbox"/> 102	Ontario Corporate Profile Search Report	75.00	9.75	84.75
<input type="checkbox"/> 103	Ontario Corporate Microfiche - Copies of Documents	75.00	9.75	84.75

CORPORATE SUPPLIES		REG	HST	TOTAL
<input type="checkbox"/> 301	Corporate Seal	90.00	11.70	101.70
<input type="checkbox"/> 302	Minute Book Kit With Seal (Black Brief-case)	170.00	22.10	192.10
<input type="checkbox"/> 303	Minute Book With Name Printed (Burgundy case)	125.00	16.25	141.25
<input type="checkbox"/> 304	Minute Book Kit Without Seal (Black Brief-case)	135.00	17.55	152.55
<input type="checkbox"/> 305	Minute Book Initializing/Updating	140.00	18.20	158.20

Minister of Finance (Ontario) or  
Receiver general of Canada (Federal)

\$

Payable to  
Best Ontario Inc.

\$

CARD HOLDER'S NAME and SIGNATURE: ☐ VISA ☐ MasterCard ☐ American Express

First Name:

Middle Initial:

Last Name:

Card Number:

Expire Date:  /

Security Code:

The Cardholder Signature: **X** \_\_\_\_\_

Please **sign here** to acknowledge this order and agree to pay by the credit card.

## Authorization for Obtaining a Company Key from Service Ontario

I, \_\_\_\_\_  
(First name, Middle names and Surname)

address for service

\_\_\_\_\_  
(Street & No. or R.R. No., Municipality, Province, Country & Postal Code)

am

- ☐ *a Director of the Corporation*
- ☐ *a Shareholder of the Corporation*
- ☐ *other individual having knowledge of the affairs of the Corporation*

(Check appropriate box)

*of the following corporation:*

\_\_\_\_\_  
(Name of Corporation)

I hereby authorize BEST ONTARIO INC. to serve as my representative and to conduct business on my behalf with Service Ontario - Ontario Business Registry.  
I authorize Service Ontario to release information from my file.  
I certify that the information set out hereafter, is true and correct.

\_\_\_\_\_  
(Signature of the Authorizing Person)

By signing this form, you acknowledge that you have relevant knowledge and that you are authorized to submit this form.

Major Business Activities NAICS Code: \_\_\_\_\_

Please provide the business description: \_\_\_\_\_