8111 Jane Street, Unit 3, Upper Level, Concord, Ontario, L4K 4L7
Tel: (416) 977-8595 (416) 977-9640
Website: www.bestontario.com Email: info@bestontario.com

# Re: Ontario Not-for-Profit Incorporation

**Fees for Ontario Not-for-Profit Incorporation:**

- **Government Fee: $155.00**
- **Electronic Filing Fee: $84.50+Hst**
- **Our service Fee: Please select one of our service packages (N01 or N02) listed on the attached Price List.**

For payment:

- Credit Card - Please have the cardholder complete the payment section at the bottom of the price list;
- Email Money Transfer (EMT) - Please send your payment to info@bestontario.com.

- **Proposed Name:**
  The name must clearly reflect the objects of the organization
  Acronyms are not acceptable unless the full meaning is clearly stated.
  The name should be distinctive, non-misleading, and not confusing to the public
- **Directors Requirement:**
  A minimum of three directors is required. Each must be at least 18 years of age.
  Please ensure that all directors sign the signature page on the last page of the application.
- **Objects of the Corporation**:
  Kindly provide us your Objects of the Corporation. This should be a concise statement of the ultimate purpose of the corporation.

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

Sincerely yours,

Sandra Chen / Susan Ding

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# Ontario Corporate Services-Fee Schedule

| GOVERNMENT FEES | Incorporation | Amendment | Restated |
|---|---|---|---|
| | ☐ 300 | ☐ 150 | ☐ 150 |
| | Revival | Dissolution | Non-Profit |
| | ☐ 330 | ☐ 25 | ☐ 155 |

| ☑ Electronic Filing Fee | | HST | TOTAL |
|---|---|---|---|
| | 84.50 | 10.99 | 95.49 |

| ONTARIO INCORPORATION PACKAGE Service Fees (Business Corporation) | | | HST | TOTAL |
|---|---|---|---|---|
| ☐ P01 | NUANS® Report, Incorporation Filing, Initial Return Filing, Company Key, BN(Tax) Number | 235 | 30.55 | 265.55 |
| ☐ P02 | NUANS® Report, Incorporation Filing, Initial Return Filing, Company Key, BN(Tax) Number, Minute Book with Seal, | 420 | 54.60 | 474.60 |
| ☐ P03 | NUANS® Report, Incorporation Filing, Initial Return Filing, Company Key, BN(Tax) Number,Minute Book with Seal & Updating | 570 | 74.10 | 644.10 |
| ☐ P04 | Numbered Company Incorporation Filing, Initial Return Filing, Company Key, BN(Tax) Number | 193 | 25.09 | 218.09 |
| ☐ P05 | Numbered Company Incorporation Filing, Initial Return Filing, Company Key, BN(Tax) Number, Minute Book with Seal | 378 | 49.14 | 427.14 |
| ☐ P06 | Numbered Company Incorporation Filing, Initial Return Filing, Company Key, BN(Tax) Number,Minute Book with Seal & Updating | 528 | 68.64 | 596.64 |

| Ontario NOT-FOR-PROFIT Registration Service Fees | | | HST | TOTAL |
|---|---|---|---|---|
| ☐ N01 | NUANS® Report, NOT-FOR-PROFIT / Charity Articles Preparing, Filing, Initial Return | 290 | 37.70 | 327.70 |
| ☐ N02 | NUANS® Report, NOT-FOR-PROFIT/ Charity Articles Preparing, Filing, Initial Return & Seal | 385 | 50.05 | 435.05 |

| ONTARIO CORPORATION INFORMATION CHANG Service Fees | | | HST | TOTAL |
|---|---|---|---|---|
| ☐ C01 | Corporation Notice of Change (Form 1) Filing with Profile Report | 150 | 19.50 | 169.50 |
| ☐ C02 | Corporation Notice of Change (Form 1) Filing with Profile Report, Obtaining Company Key | 200 | 26.00 | 226.00 |
| ☐ C03 | Extra Provincial Corporation Initial Return (Form 2) W/ Company Key | 120 | 15.60 | 135.60 |
| ☐ C04 | Corporation Amendment Filing | 235 | 30.55 | 265.55 |
| ☐ C05 | Corporation Amendment Filing, Obtaining Company Key | 285 | 37.05 | 322.05 |
| ☐ C06 | Restated Articles of Incorporation Filing | 235 | 30.55 | 265.55 |
| ☐ C07 | Restated Articles of Incorporation Filing, Obtaining Company key | 285 | 37.05 | 322.05 |
| ☐ C08 | Corporation Dissolution Filing | 120 | 15.60 | 135.60 |
| ☐ C09 | Corporation Dissolution Filing, Obtaining Company Key | 170 | 22.10 | 192.10 |
| ☐ C10 | Corporation Revival Filing | 235 | 30.55 | 265.55 |
| ☐ C11 | Corporation Revival Filing Obtaining Company Key | 285 | 37.05 | 322.05 |
| ☐ C12 | Obtaining Ontario Company Key | 145 | 18.85 | 163.85 |

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| GOVERNMENT FEES | ☐ 60 |
|---|---|

**ONTARIO BUSINESS NAME REGISTRATION Service Fees**

| | | | HST | TOTAL |
|---|---|---|---|---|
| ☐ P07 | Ontario Business Name Registration ( Sole Proprietorship / General Partnership ) | 155 | 20.15 | 175.15 |
| ☐ P08 | Ontario Business Name Under Corporation (Trade Name Registration ) | 155 | 20.15 | 175.15 |

# CORPORATE SUPPLIES

| | | | HST | TOTAL |
|---|---|---|---|---|
| ☐ 301 | Minute Book Kit With Seal (Black Brief-case) w/20 Share Certificates | 185 | 24.05 | 209.05 |
| ☐ 302 | Minute Book With Seal (Burgundy Slip case) w/20 Share Certificates | 185 | 24.05 | 209.05 |
| ☐ 303 | Minute Book Kit Without Seal (Black Brief-case) w/20 Share Certificates | 140 | 18.20 | 158.20 |
| ☐ 304 | Minute Book Without Seal (Burgundy Slip case) w/20 Share Certificates | 140 | 18.20 | 158.20 |
| ☐ 305 | Corporate Seal | 95 | 12.35 | 107.35 |
| ☐ 306 | Minute Book Initializing/Updating | 150 | 19.50 | 169.50 |
| ☐ 307 | Minute Book With Seal (Burgundy Slip case) w/6 Share Certificates | 135 | 17.55 | 152.55 |
| ☐ 308 | 20 Share Certificates | 70 | 9.10 | 79.10 |
| ☐ 309 | Blank Share Certificates (Single) | 3.5 | 0.46 | 3.96 |
| ☐ 310 | Blank Share Certificates (Single) w/ Name Printing | 5.5 | 0.72 | 6.22 |

Courier Option

| | | | HST | TOTAL |
|---|---|---|---|---|
| ☐ D01 | Courier Fee | 22 | 2.86 | 24.86 |

## Total Amount

$

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

**First Name:** _____ **Middle Name:** _____ Last Name: _____

**Card Number:** _____ Expiry Date: _____

Security Code: _____

## The Cardholder Signature: X _____

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

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# Ontario Not-for-Profit Incorporation Information

Contact Name: Tel: ( ) Cell: ( ) Date:

## 1. Proposed Corporation Name

## 2. Object of the Corporation (please attach an additional sheet)

## 3. Address of the Head Office of the Corporation

Suite/Apt./Unit: Street No. & Name:

City: Province: *ONTARIO* Postal Code: Business Phone: ( )

## 4. Directors' Name and Directors' Address for Service

**FIRST**

First Name: Middle Name: Last Name:

☐ *Same as office address* Suite: Street No. & Name:

Canadian/Permanent Resident: ☐ *Yes* ☐ *No* Postal Code: City: Province: ☐ *ONTARIO*

Officer Position: ☐ *President* ☐ *Secretary* ☐ *Treasurer* ☐ *General Manager* ☐ *Other:* _____

**SECOND**

First Name: Middle Name: Last Name:

☐ *Same as office address* Suite: Street No. & Name:

Canadian/Permanent Resident: ☐ *Yes* ☐ *No* Postal Code: City: Province: ☐ *ONTARIO*

Officer Position: ☐ *President* ☐ *Secretary* ☐ *Treasurer* ☐ *General Manager* ☐ *Other:* _____

**THIRD**

First Name: Middle Name: Last Name:

☐ *Same as office address* Suite: Street No. & Name:

Canadian/Permanent Resident: ☐ *Yes* ☐ *No* Postal Code: City: Province: ☐ *ONTARIO*

Officer Position: ☐ *President* ☐ *Secretary* ☐ *Treasurer* ☐ *General Manager* ☐ *Other:* _____

## 5. Extra Information

- Authorizing person Signature: **X** _____ Authorizing person Name: _____

E-Mail Address: _____

6. The names and address for service of the applicants:
*Nom et prénoms et domicile élu des requérants :*

| First name, middle names and surname<br>*Prénom, autres Prénoms et nom de famille* | Address for service, giving Street & No. or R.R. No., Municipality, Province, Country and Postal Code<br>*Domicile élu, y compris la rue et le numéro, le numéro de la R.R. ou le nom de la municipalité, la province, le pays et le code postal* |
|---|---|
| 1. | |
| 2. | |
| 3. | |

This application is executed in duplicate.
*La présente requête est faite en double exemplaire.*

Signatures of applicants
*Signature des requérants*

1.

2.

3.