

## Re: Ontario Notice of Change filing with Profile Report

This is to change **Business Address** or **Directors'/Officers' Information** of your corporation. The turn around time is one business day and this service will provide you with the following documents:

- Form 1 (Initial Return/Notice of Change) E-filing confirmation which will show all the changes have been made to the corporation.
- Corporate Entity Profile Report from Service Ontario. This electronic report will show the current information of the corporation including the updated business address and directors'/officers' information.
- We could obtain the New Company Key upon your request.

Government fee and e-filing fee:	\$95.00
Best Ontario Inc. Services fee:	\$169.50 (P11 on the Price List)
Total :	\$264.50

If there are any changes regarding the shares or shareholders, please update your minute book as this is your corporation's internal issue only; not public information. If you would like to order the minute book kit and updating service please download our Corporate Supplies Order form. Please provide a copy of your Articles of Incorporation and fill up the updating information form as well.

- ◆ If you wish to change the name of the corporation or to change any items on the Articles of Incorporation, please download the information form for Amendment of Ontario Corporation Order Form.
- ◆ If you wish to obtain the Restated Articles of Incorporation which consolidates all amendments and the original Articles into one set of Articles with updated directors' information, please download the information under Restated Articles of Incorporation Order Form.

If you have any questions, please do not hesitate to contact us! Thank you very much!

Sincerely,

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	15.60	135.60
<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.

# Ontario Corporation Notice of Change Filing

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

## 1. Name of the Corporation \_\_\_\_\_

2. Corporation Number \_\_\_\_\_ 3. Company Key \_\_\_\_\_

4. Business Activity \_\_\_\_\_

## 5. New Address of the Registered Business Office

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

City: \_\_\_\_\_ Province: ☐ ONTARIO Postal Code: \_\_\_\_\_ Business Phone: (     ) \_\_\_\_\_

## 6. Directors' Information

FIRST	First Name: _____	Middle Name: _____	Last Name: _____
	<input type="checkbox"/> Same as business address	Suite: _____	Street No. & Name: _____
	Canadian/Permanent Resident: <input type="checkbox"/> Yes <input type="checkbox"/> No	Postal Code: _____	City: _____ Province: <input type="checkbox"/> ONTARIO
	Signature: _____	Date of Elected: _____	Date of Resigned: _____
		YY-MM-DD	YY-MM-DD
Officer Position: <input type="checkbox"/> President <input type="checkbox"/> Secretary <input type="checkbox"/> Treasurer <input type="checkbox"/> General Manager <input type="checkbox"/> Other: _____			

SECOND	First Name: _____	Middle Name: _____	Last Name: _____
	<input type="checkbox"/> Same as business address	Suite: _____	Street No. & Name: _____
	Canadian/Permanent Resident: <input type="checkbox"/> Yes <input type="checkbox"/> No	Postal Code: _____	City: _____ Province: <input type="checkbox"/> ONTARIO
	Signature: _____	Date of Elected: _____	Date of Resigned: _____
		YY-MM-DD	YY-MM-DD
Officer Position: <input type="checkbox"/> President <input type="checkbox"/> Secretary <input type="checkbox"/> Treasurer <input type="checkbox"/> General Manager <input type="checkbox"/> Other: _____			

THIRD	First Name: _____	Middle Name: _____	Last Name: _____
	<input type="checkbox"/> Same as business address	Suite: _____	Street No. & Name: _____
	Canadian/Permanent Resident: <input type="checkbox"/> Yes <input type="checkbox"/> No	Postal Code: _____	City: _____ Province: <input type="checkbox"/> ONTARIO
	Signature: _____	Date of Elected: _____	Date of Resigned: _____
		YY-MM-DD	YY-MM-DD
Officer Position: <input type="checkbox"/> President <input type="checkbox"/> Secretary <input type="checkbox"/> Treasurer <input type="checkbox"/> General Manager <input type="checkbox"/> Other: _____			

Note: If you have more directors, please write on another copy of this request form or provide the same info on a separate piece of paper

## 7. Additional Information

➤ E-mail Back? ☐ YES E-mail address: \_\_\_\_\_

➤ Would you like to request Restated Articles of Incorporation? ☐ Yes (Please use Restated Article Request Form on our website) ☐ No

## Authorization for Documents Filing to 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 - 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.**