

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: \$95.00
Best Ontario Service Fee: \$145.00+HST
TOTAL: \$258.85

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
Documents Handling Fee: \$50.00+ HST

TOTAL: \$321.00

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

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: _____