

Date:

Gurmeet S. Arora, CPA,  
Chartered Professional Accountant,  
207-3300 McNicoll Avenue,  
Toronto, Ontario, M1V 5J6

Dear Mr. Arora,

**Re: Business Registration/Incorporation/Cancellation of Business**

We intend to register/cancel our business. For this purpose we need the following services. You are authorised to carry out the following services on our behalf.

- Incorporation of a new company
  - Federal Incorporation
  - Ontario Incorporation
  
- Details of new name company
  - Number Corporation
  - Name Corporation – (Please complete below)

Proposed name in order of preference. Three preferences are given below:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

First Directors: - Attach separate sheet if more space is required.

	Name	Address	Residency
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

Corporation Address: \_\_\_\_\_  
\_\_\_\_\_

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- Registration for:
- Business name as \_\_\_\_\_
  - Import & export     HST     Payroll     WSIB
- Cancel registration for:
- Business name as \_\_\_\_\_
  - Import & export     HST     Payroll     WSIB

Please provide the above business services and confirm as soon as possible.

Sincerely,

**Signature**  
**Name & SIN #**  
**Address:**  
**Phone#**

**Name & SIN #**

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[www.gurmeetarora.com](http://www.gurmeetarora.com)

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