

# ONTARIO BUSINESS NAME RENEWAL CERTIFICATES

February 2016

## NOW AVAILABLE ONLINE

Ontario Business Name Renewal certificates are now available online as of **February 18, 2016**. The reductions in waiting times, coupled with the process efficiency of the updated service, add up to convenience for you.

Please see below for a summary of the benefits that the newly updated system will bring.

	Previous System	New Renewal System
Processing Time	3 business days	3 business days
Master Business Licence	Hard copy	Electronic PDF
Receipt of Documentation	Via regular mail	Online*
Recipient	Business Owner	Registrant
Efficiency	Delays due to postal delivery system; Registrant required to contact clients to obtain proof of filing.	Available online immediately after processing time; Registrant obtains confirmation online and advises client.
Report Storage	Physical storage or scanned documentation in various locations.	Electronic PDF for easy and secure storage.

## WHICH TRANSACTIONS DOES THIS APPLY TO?

The new service will apply to all Ontario Business Name Renewals filed on or after February 18, 2016. The new service is not applicable retroactively.

All of our existing Ontario Business Registration clients will automatically have access to this new service. Please [contact us](#) if you do not currently have access to our registration services – there are no setup charges and account modifications can be made in a matter of minutes.

## TRAINING

Carswell Legal Solutions offers free training in a variety of formats to suit your needs. To schedule training on this new feature or any service, please email [cyberbahn.learning@thomsonreuters.com](mailto:cyberbahn.learning@thomsonreuters.com) or call 416-543-6076.

**\*IMPORTANT NOTE:** Due to government-mandated processing times, your certificate will not be available for download until the 4<sup>th</sup> business day after submission (Day 1 would be the first day after submission).

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