

Client Incorporation Form

INSTRUCTIONS - Print form, fill in info and fax or mail back to:
Di Mondo Consiglio LLP.
4550 Highway 7, Suite 240, Vaughan, Ontario L4L 4Y7
Fax: 905-856-8104

This "Client Incorporation Form" will assist us in providing the information we need to properly incorporate your company. Our goal is to:

- Legally incorporate your company and organize your initial company records
- Identify and assess your other legal business needs
- Establish a legal plan of action to help you to safely and securely build your business success.

Client Name:		Date:
Home Address:		
Home Tel:	Business Tel:	Fax:
Cell:	E-mail:	
Client Name:		Date:
Home Address:		
Home Tel:	Business Tel:	Fax:
Cell:	E-mail:	
Client Name:		Date:
Home Address:		
Home Tel:	Business Tel:	Fax:
Cell:	E-mail:	

1. Do you currently carry on the business that you want to incorporate [] Yes [] No

2. Did you register a business name as a sole proprietor or partnership [] Yes [] No

If Yes:

a. The business name is

b. Attached is a copy of the business name registration [] Attached [] To Follow

3. What business are you in or do you intend to open:

4. Do you intend to do business in provinces other than Ontario [] Yes [] No

5. Do you currently have a web site yes: Web Site address:

No I would like to develop a Web Site

6. Do you intend to do business on the Internet Yes No

7. Do you want your company to be:

a named company (e.g. ABC Furniture Inc.) or

a numbered company (e.g. 123456 Ontario Inc.)

8. If you want a named company list 3 name choices for the company you want to incorporate. A major challenge in incorporating is finding an available name. These names must have one of the following words in it "Incorporate, Corporation, Limited" or the short forms "Inc., Corp. or Ltd." Try to make these names unique and ensure that the name also describes the type of product or service you are selling. For example, "Upbeat Web Site Creations Inc." is a better choice than "Upbeat Inc." If your chosen names are taken or are similar to ones being already used you will have to choose new names.

A Nuans Name Report is the search we obtain of your company name and is required by the Ministry to incorporate however, it is not an exhaustive search and has its limitations. We suggest that you search the internet, telephone and industry directories, to see if your chosen names are available.

1st Choice:
2nd Choice:
3rd Choice:

[NOTE: until your company is incorporated and registered by us you are advised not to use or advertise the name that we will be incorporating]

9. The address where you intend to carry on your business.

Number and Name of Street:	
City:	Province:

10. Name of people who are to own shares in your company (known as a 'Shareholder') and what percentage will each own:

Shareholder Name:	% of Ownership:
Address:	
Shareholder Name:	% of Ownership:
Address:	
Shareholder Name:	% of Ownership:
Address:	

11. Are any of the Shareholders related to each other: Yes No

a. If Yes, which Shareholders are related and what is the relationship:

12. Do you have an accountant: [] Yes [] No

If Yes, please provide name of firm:		Accountant's Name:
Address:		
Telephone:	Fax:	E-mail:

13. Where will your incorporated company do its banking:

Bank:		Contact Person:
Address:		
Telephone:	Fax:	E-mail:

14. Do you intend to get a loan to help run your business: [] Yes [] No

15. Do you currently lease space to carry on your business: [] Yes [] No

a. If Yes, who is named as the Tenant on your lease: _____

b. If No, do you intend to lease space to run your business: [] Yes [] No

This process will include the following added benefits to you:

- We explain the various options available to protect the rights to your new company name
- We identify and assess your legal business needs
- We identify and assess asset protection strategies for you and your company
- We review your current Wills and Powers of Attorney
- We assess the need for a Shareholder Agreement
- We establish a legal plan of action to help you to safely and securely build your business success

NEXT STEP: When completed return or fax this form to our law firm. We will then make an appointment for you to meet with one of our lawyers to begin the incorporation process.

Tel: 905-856-8100 Fax: 905-856-8104 4550 Highway 7, Suite 240, Vaughan, Ontario L4L 4Y7
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