

Information Sheet

Provincial Not-for-Profit Corporations

When incorporating your Ontario not-for-profit business, "Articles of Incorporation" can be filed at the Ministry of Government & Consumer Services (MGS), Companies and Personal Property Security Branch starting at \$155.

Steps for incorporating a provincial not-for-profit corporation:

NAMED CO. (i.e., Global Consulting Inc.)

1. Must complete a name search called NUANS report. This can be done at any Enterprise Toronto location \$70.00 (taxes included). This NUANS report is good for 90 days.
2. Complete your Articles of Incorporation. Articles of Incorporation can be purchased from Grand & Toy (approx. \$15.00) or you can download them from: <http://goo.gl/mzWgxo> (click on Form 2 Application for incorporation **without** share capital).
3. Once you have both pieces ready (NUANS name search and Article of Incorporation) you must file them at the MCBS.
4. Under the Income Tax Act, Not-for-Profit Corporations should register for a Charitable Number. Registration provides charities with exemption from income tax and also authorizes charities to issue official donation receipts for income tax purposes. T2050 Forms can be downloaded from: <http://goo.gl/kAnZEF> and submitted to Ottawa for processing. For details call: 1-800-267-2384.

Companies and Personal Property Security Branch Ministry of Government & Consumer Services (MGCS)

(University Ave. & Dundas Ave.)

Hours: 8:30 am – 5:00 pm

Tel: 416-314-8880

Walk-in

375 University Avenue, 2nd Floor
Toronto, ON M5G 2M2

Mail-in

393 University Avenue, Suite 200
Toronto, ON M5G 2M2

Information Sources for Not-for-Profit Corporations

Ontario Not-for-Profit Corporation

<http://goo.gl/TrDmg2>

Federal Not-for-Profit Corporation

<http://goo.gl/iIVhtw>

** Not-for-profit organizations are created to benefit the community. Activities of a not-for-profit organization may be of a patriotic, national, charitable, philanthropic, religious, professional, or athletic nature without monetary gain.*

Rev. Jan. 14, 2016

Toronto City Hall
100 Queen St. West, Main Floor
416-392-6646

North York Civic Centre
5100 Yonge St., Main Floor
416-395-7434

Scarborough Civic Centre
150 Borough Drive, Main Floor
416-396-7169

toronto.ca/enterprisetoronto

Produced by



Sponsors

