

Support Your Clients in Keeping Their OBR Records Up to Date

Just a quick reminder to help your clients check if their Ontario Business Registry (OBR) information is current. Keeping records up to date ensures they don't miss out on important updates or services, or access to their company key.

Why it Matters:

The OBR lets Ontario businesses and not-for-profit corporations manage business records online, quickly, securely and efficiently. With over 90 different transactions, a trusted intermediary can help clients with:

- Registering or incorporating a business or not-for-profit corporation.
- Updating business information.
- Filing annual returns, and much more.

When using the OBR, a company key is required to conduct transactions whether filing directly online, through a service provider or a trusted intermediary.

Stay Informed:

Make sure your clients' official email address is up to date so that they can receive important information, like their company key, which is essential for accessing their OBR profile.

The Ministry **must** be informed about changes to the entity within 15 days. The following filings can be used to update entity information quickly and easily through the OBR online system, a service provider or with your assistance as a trusted intermediary:

- **Corporations** – File an Initial Return, Notice of Change, or Annual Return, or Articles of Amendment as applicable.
- **Limited Partnerships** – File a Declaration of Change.
- **Business Name Registrations** – File an Amended Registration.

Learn more or get started at www.ontario.ca/businessregistry.