

## STEPS TO ACCESS THE NEW **ONTARIO BUSINESS REGISTRY**

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HELP   ServiceOntario	About Ontario
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Sign in with your ONe-key ID	ONe-key ID:
A ONe-key account gives you secure access to Ontario	
Government programs and services. Learn more	Password:
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Don't have a ONe-key ID? Sign up now!	Can't access your account?
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Sign in with your ONe-key ID	ONE-Key ID:
Sign in with your ONe-key ID New to ONe-key?	

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#### STEP 1

**Create a Service Ontario One-Key Account** 

#### STEP 2

Access the Ontario Business Registry. Once logged into the registry, click on the "Go to your registry profile" button.

#### STEP 3

Login to your One-Key Account when prompted

# Add a profile

ServiceOntario		
	You are logged in	Log out
Account homepage > Provide company key		
Provide company key		
ORDOWER LAW PROFESSIONAL CORPORATION Statch.amin To firsh linking your ServiceOntario account to your business, enter the company key that was prov	ided to you.	
Company kay		
If you don't have your company key, you can get your company key online.		
I am an authorized representative of this business.		
Continue		

#### STEP 4

Click "Create a New Profile", enter the basic Information when prompted (i.e. "Profile Name" and "Email Address") and click "Save". Search for your corporation by entering your corporation's name or number in the Search Box and then click on the link for your Corporation in the search result

### STFP 5

Enter your Company Key when prompted. If you have misplaced your Company Key, you can order a replacement

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