

Checklist for Professional Incorporation Social Service Work



Ontario College of
Social Workers and
Social Service Workers

250 Bloor Street E.
Suite 1000
Toronto, ON M4W 1E6

Telephone: 416-972-9882
Toll Free: 1-877-828-9380

Fax: 416-972-1512
www.ocswssw.org

Prior to mailing your application, please ensure the following is enclosed:

- Completed application form
- Payment
- Completed application for proposed name (if applicable)
- Undertaking from **each** shareholder
- Statutory declaration of director
- Original certificate of status of corporation issued by the Ministry of Consumer and Business Services
- Certified copy of Certificate of Incorporation

Send to the following address:

Ontario College of Social Workers and Social Service Workers
250 Bloor Street East
Suite 1000
Toronto ON M4W 1E6

Faxed documentation will not be accepted.