

# Voluntary Dissolution of a Corporation in Ontario Worksheet

*This questionnaire captures the information needed to proceed with a voluntary dissolution. Please complete as fully as you can; contact us with any questions you may have.*

*When you are ready, we invite you to contact a Houser Henry & Syron legal advisor who can discuss the worksheet with you and your next steps. You can reach our firm at 416.362.3411 or [info@houserhenry.com](mailto:info@houserhenry.com). We recommend an in-person meeting because of the sensitive nature of the completed worksheet. All of your answers and information will be kept strictly confidential.*

To proceed with voluntary dissolution of a *Canada Business Corporations Act* or *Ontario Business Corporations Act* corporation, please provide us with the following details:

Full legal name of the corporation to be dissolved and its corporation number:

Full Legal Name of Corporation:	Corporation Number:

Date of incorporation (or amalgamation, if applicable):

Please provide us with a copy of the "Articles of Incorporation" (or "Articles of Amalgamation," if applicable).

Has the corporation issued any shares? Yes  No

Please give us the full names of shareholders and the number and class of shares issued to them.

Name:	Number and Class of Shares:

Please give us the full names of current directors:

Please give us the full names of current officers and office(s) held.

Name:	Office Held:

Has the corporation commenced business?    Yes  No

Is corporation insolvent or bankrupt?    Yes  No

If yes, please provide details:

Is the corporation subject to any legal proceedings?    Yes  No

If yes, please provide details:

Have all notices and returns required by Canada Revenue Agency or the Canadian federal government or Ontario government (as applicable) been filed for the corporation?

Have you obtained consent from the Minister of Finance (i.e. a "clearance certificate") for the dissolution?  
If not, we can apply on your behalf.



Does the corporation have any assets and/or liabilities? Yes  No   
If yes, please provide details:

Will these assets and/or liabilities be transferred before dissolution?

Will these assets and/or liabilities be assumed by shareholder(s) on dissolution? Yes  No   
If so, please provide details:

Who will keep the documents and records of the corporation after dissolution (full contact name, occupation, company name and complete address):

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*Thank you for completing this worksheet. © HHS 2015*