

Purchase certificate worksheet

Please email your completed form to employeraccounts@wsib.on.ca

Purchase certificates are issued to a:

1. vendor
2. purchaser
3. vendor/purchaser representative who has the vendor's written authorization (through a completed and signed authorization for access to business account information form)

Purchase certificates are not issued for:

1. share purchases
2. changes in legal name due to Articles of Amendment
3. mergers/amalgamations
4. receivers or receiver managers
5. trustees in bankruptcy under the *Bankruptcy and Insolvency Act*
6. people who acquire a business (or part thereof) pursuant to an arrangement under the *Companies' Creditors Arrangements Act*
7. liquidators under the *Winding-up and Restructuring Act*

Vendor information	
Name	Account number
Address	Will vendor continue to operate Yes No
City/town	Postal code

Purchaser information	
Name	Account number
Address	
City/town	Postal code
Date of sales transaction (dd/mmm/yyyy)	Type of sales transaction
List of assets (include attachments, if necessary)	
Value of assets (if partial sale)	

Requestor information	
Name	
Title	
Firm name	Telephone

Contact accessibility@wsib.on.ca if you require this communication in an alternative format.