

**Ministry of Government
and Consumer Services****Ministère des Services Gouvernementaux
et des Services aux consommateurs**

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March 6, 2020

To: All appointees and registrants under the Bailiffs Act

Registrar's Bulletin – March 2020**1. Business Number Expansion Initiative**

Ontario is expanding and standardizing the use of the federally issued Business Number (BN9) across government. This is intended to make it easier for businesses to operate in Ontario.

Ontario is collecting BN9s from all businesses required to have one. The Government of Canada requires certain businesses to have a BN9. The Canada Revenue Agency (CRA) assigns and manages BN9s. If you do not already have a BN9, please visit the [CRA Website](#) to determine whether you require one. The Government of Canada's [Business Registration Online](#) will allow you to obtain a BN9, if you require one but do not already have one.

Please send your CRA-issued BN9 or provide a response stating that you do not have a BN9 to CPOLicensing@ontario.ca by **April 13, 2020**.

Collecting the BN9 supports a 'tell us once' approach, where businesses do not have to provide the same information repeatedly across government programs. This saves businesses time and money as government programs will be able to refer to a business by its BN9, making it easier to share business information among government programs.

2. Complaints

The ministry receives complaints about bailiffs. Typically, where a consumer alleges that a bailiff has contravened the Bailiffs Act ("the Act") and the consumer provides supporting documents, the ministry will contact the bailiff to request information. This request is made under the Registrar's authority set out in section 12 of the Act. If you receive such a request, it is expected that you will respond to any request for information within the timeline given. However, if there is a legitimate reason why you cannot provide that information by the

provided deadline, please contact the ministry as soon as possible. Failing to respond by the deadline on the notice may result in a posting on the Ministry's Consumer Beware List.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Gallagher', written in a cursive style.

Shane Gallagher

Registrar of Bailiffs