

Steward Registration Form Help

Here are instructions to complete the paper-based Ontario Tire Stewardship registration form. The numbered boxes provide some details to help you complete the form. Note that all fields need to be completed. For further details about terms and conditions of registration, please refer to the Agreement section. To complete this form online, go to: www.ontarioTS.ca

1. Complete the **Business Location Address** section. (Canadian location preferred).

Please note: The Legal Business Name is the legal name of the business that is responsible for remitting the tire stewardship fee.

The Business Operating Name is the name that the company commonly operates under and may be different from the legal name of the business.

The Franchise Name is the name of the Franchise which the company operates in affiliation with or with the permission of.



Steward Registration Form

Complete all the fields on this form if you are applying to be a Steward under the program. For more information, refer to www.ontarioTS.ca.

1
Please PRINT in black ink.

Business Location Address			
Legal Business Name			
Business Operating Name (if different from legal business name)		Franchise Name (if applicable)	
Location Address			
City	Province/State	Postal Code/Zip/Other	Country
Phone Number ()	Fax Number ()	E-mail Address	

Primary Contact Information (This is the primary contact information that should be used for communication)			
Name			
Position			
Contact Address	<input type="checkbox"/> Same as Business Location Address above, or complete details below		
City	Province/State	Postal Code/Zip/Other	Country
Phone Number ()	Fax Number ()	E-mail Address	
Preferred Contact Method			
<input type="checkbox"/> E-mail		<input type="checkbox"/> Fax (Note 1)	<input type="checkbox"/> Mail

For OTS office use only		
Date received	Activation Date	Confirmation Mailed
(MM DD YYYY)	(MM DD YYYY)	(MM DD YYYY)
Registration Number		

2. Complete the **Primary Contact Information** section. The Primary Contact is the key person who will be the primary contact for communication with OTS.

Please note: The Fax numbers should not be on Canada's National Do Not Call List.

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3. Enter the **Start Date** when the business became operational.

6. What types of tires does your business handle? Please select **ALL** that apply.

Please note: The dimensions for the Off-the-Road (OTR) tires are as follows:

- **Small OTR Tires**= 1300R24 to 23.5R25 Rim Size
- **Medium OTR Tires**= Above 23.5R25 to 33 inch Rim Size
- **Large OTR Tires**= Above 33 inch to and including 39 inch Rim Size
- **Giant OTR Tires**= Over 39 inch Rim Size

Steward Details				
Business Start Date (MMM DD, YYYY) 3	Ontario Business Number (please provide if applicable) 4			
Steward Type Please check the one box which best describes your primary activity. 5				
<table style="width: 100%; border: none;"> <tr> <td style="width: 33%; vertical-align: top;"> <input type="checkbox"/> Tire Manufacturer Vehicle Manufacturer <input type="checkbox"/> Car / Light Truck <input type="checkbox"/> Commercial Truck <input type="checkbox"/> Trailer <input type="checkbox"/> Recreational Vehicle <input type="checkbox"/> Agricultural Vehicle <input type="checkbox"/> Motorcycle or Moped <input type="checkbox"/> Industrial Vehicle <input type="checkbox"/> Off-the-Road Equipment </td> <td style="width: 33%; vertical-align: top;"> Vehicle Dealer <input type="checkbox"/> Car / Light Truck <input type="checkbox"/> Commercial Truck <input type="checkbox"/> Trailer <input type="checkbox"/> Recreational Vehicle <input type="checkbox"/> Agricultural Vehicle <input type="checkbox"/> Motorcycle or Moped <input type="checkbox"/> Industrial Vehicle <input type="checkbox"/> Off-the-Road Equipment </td> <td style="width: 33%; vertical-align: top;"> Other <input type="checkbox"/> Mass Merchant (Retail) <input type="checkbox"/> Tire Dealer (Retail) <input type="checkbox"/> Tire Dealer (Wholesale) <input type="checkbox"/> Online Retailer <input type="checkbox"/> Other Tire Importer <input type="checkbox"/> Other - Please specify: _____ </td> </tr> </table>		<input type="checkbox"/> Tire Manufacturer Vehicle Manufacturer <input type="checkbox"/> Car / Light Truck <input type="checkbox"/> Commercial Truck <input type="checkbox"/> Trailer <input type="checkbox"/> Recreational Vehicle <input type="checkbox"/> Agricultural Vehicle <input type="checkbox"/> Motorcycle or Moped <input type="checkbox"/> Industrial Vehicle <input type="checkbox"/> Off-the-Road Equipment	Vehicle Dealer <input type="checkbox"/> Car / Light Truck <input type="checkbox"/> Commercial Truck <input type="checkbox"/> Trailer <input type="checkbox"/> Recreational Vehicle <input type="checkbox"/> Agricultural Vehicle <input type="checkbox"/> Motorcycle or Moped <input type="checkbox"/> Industrial Vehicle <input type="checkbox"/> Off-the-Road Equipment	Other <input type="checkbox"/> Mass Merchant (Retail) <input type="checkbox"/> Tire Dealer (Retail) <input type="checkbox"/> Tire Dealer (Wholesale) <input type="checkbox"/> Online Retailer <input type="checkbox"/> Other Tire Importer <input type="checkbox"/> Other - Please specify: _____
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Types of Tires Handled Check all boxes that apply. Definition of tire types available at www.ontarioTS.ca 6				
<table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Passenger & Light Truck Tires <input type="checkbox"/> Medium Truck Tires <input type="checkbox"/> Agricultural Drive and Logger Skidder Tires <input type="checkbox"/> Small and Large Industrial Tires </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> Small OTR Tires <input type="checkbox"/> Medium OTR Tires <input type="checkbox"/> Large OTR Tires <input type="checkbox"/> Giant OTR Tires </td> </tr> </table>		<input type="checkbox"/> Passenger & Light Truck Tires <input type="checkbox"/> Medium Truck Tires <input type="checkbox"/> Agricultural Drive and Logger Skidder Tires <input type="checkbox"/> Small and Large Industrial Tires	<input type="checkbox"/> Small OTR Tires <input type="checkbox"/> Medium OTR Tires <input type="checkbox"/> Large OTR Tires <input type="checkbox"/> Giant OTR Tires	
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Are you planning to, or already registered for, another role in the program? Check all boxes that apply. 7				
<input type="checkbox"/> Collector <input type="checkbox"/> Hauler <input type="checkbox"/> Recycled Product Manufacturer <input type="checkbox"/> 7				
GST Registration Number 8				

4. The **Ontario Business Number** is assigned when registering the Business name with ServiceOntario. For more information, please visit the ServiceOntario Gateway for Business website.

5. Select **ONE** Steward Type that best describes your primary activity.

7. If you think you qualify for **another role in the program**, please indicate the role(s) here.

8. Enter the **GST Registration Number** here. (This is a 9 digit number that ends in RT001 e.g. 123456789 RT001). For more information, contact Canadian Revenue Agency (CRA).

Acknowledgment of Rules for Stewards		
The applicant hereby acknowledges reading and understanding the Rules for Stewards and agrees to be bound by them.		
Authorized signature 9	Print name 10	Date 11
	Position	(MMM DD, YYYY)
Name (form completed by) 12	Phone (form completed by) 13	
	()	

10. Print **Name** and **Position** of signing authority.

11. Enter today's **Date**.

9. **Signature** of company representative who has signing authority.

12. Print **Name** of person who completed this form.

13. Enter **Phone** number of person who completed this form.