



**2. Business information** (continued)**Contact person**

Enter the name of a contact person for **registration purposes only** (this person will not be considered an authorized representative). A contact person does not have authority unless they are also an authorized representative or a delegated authority. If a contact person does not have authority on the business number program account, they cannot change information and the Canada Revenue Agency (CRA) cannot share information with the contact person.

Last name: \_\_\_\_\_  
 First name: \_\_\_\_\_  
 Position or title: \_\_\_\_\_  
 Telephone number: \_\_\_\_\_ Extension: \_\_\_\_\_

**Records**

Enter the complete address where the records are kept in Canada:

Unit No. – Street No. Street name, RR: \_\_\_\_\_  
 City: \_\_\_\_\_  
 Province/Territory: \_\_\_\_\_  
 Postal code: \_\_\_\_\_  
 Telephone number: \_\_\_\_\_ Extension: \_\_\_\_\_

**Listed provinces**

In which listed provinces are you operating?

- |  |                                       |
|--|---------------------------------------|
| <input type="checkbox"/> Manitoba      | <input type="checkbox"/> Ontario      |
| <input type="checkbox"/> New Brunswick | <input type="checkbox"/> Saskatchewan |
| <input type="checkbox"/> Nunavut       | <input type="checkbox"/> Yukon        |

**Email notification**

Enter your email address if you want to register to receive your CRA mail online:

\_\_\_\_\_  
 By providing an email address, you are agreeing to the terms of use. For the terms of use, go to [canada.ca/cra-business-email-notifications-terms](http://canada.ca/cra-business-email-notifications-terms).

**3. Registration type**

If you are required or permitted to register for a registration type, other than a road carrier, use Form L400-1, Fuel Charge Registration Schedule.

If you are required to register as a **road carrier**, use Form L400-2, Fuel Charge Registration Schedule – Road Carrier.

**Note**

An applicant may be required to fill out more than one schedule.

**4. Certification**

As an authorized person, I certify that the information given on this form and any document(s) attached is correct and complete. I understand that the processing of my registration may be delayed in the case of missing or wrong information. I also understand that it is a serious offence to make a false statement.

_____ Name (print)	_____ Title				
_____ Telephone number	_____ Extension	_____ Signature	_____ Year	_____ Month	_____ Day

Personal information is collected under the Greenhouse Gas Pollution Pricing Act to administer the fuel charge. It may also be used for any purpose related to the enforcement of the Act such as audit, compliance and collection activities. It may be shared or verified with other federal, provincial, territorial or foreign government institutions to the extent authorized by law. Failure to provide this information may result in interest payable, penalties or other actions. Under the Privacy Act, individuals have the right to access, or request correction of, their personal information, or to file a complaint with the Privacy Commissioner of Canada regarding the handling of their personal information. Refer to Personal Information Bank CRA PPU 224 at [canada.ca/cra-info-source](http://canada.ca/cra-info-source).

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## What to do once your form is completed

- Print and sign this form.
- Make a copy of this completed form for your records.
- You can file this form electronically using the "Submit documents" function in My Business Account at [canada.ca/my-cra-business-account](https://canada.ca/my-cra-business-account), or send your completed form to the following address:

**Sudbury Tax Centre  
Fuel Charge Program  
Post Office Box 20000, Station A  
Sudbury ON P3A 5C1**

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## What happens after you register

- For each reporting period, you have to send a fuel charge return and the applicable schedule(s) to the CRA.
- If any information you provided in your registration is wrong or not complete, you must notify the CRA immediately.

For more information, go to [canada.ca/cra-fuel-charge](https://canada.ca/cra-fuel-charge).

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## Most requested services

- **My Business Account:** Use this service for online access to your accounts for GST/HST, payroll, corporation income tax, excise tax, excise duty, fuel charge, and other levies. If you are not registered for My Business Account, you can register at [canada.ca/my-cra-business-account](https://canada.ca/my-cra-business-account).
- **Receiving your CRA mail online:** Sign up for email notifications to get most of your CRA mail, like your notice of assessment, online. For more information, go to [canada.ca/cra-business-email-notifications](https://canada.ca/cra-business-email-notifications).
- **Represent a Client:** This service lets an authorized representative access tax information for an individual or a business, including your employer. If you want to give a representative online access to your business account(s), go to [canada.ca/taxes-representatives](https://canada.ca/taxes-representatives) or fill out and send Form RC59, Business Consent for Offline Access.
- **Business Registration Online:** To set up a business number, use the Business Registration Online service at [canada.ca/business-registration-online](https://canada.ca/business-registration-online), or Form RC1, Request for a Business Number and Certain Program Accounts.

**CRA online services make it faster and easier to handle your company's tax matters.**